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# ANNUAL REPORT

## 2009 ~ 2010



North Main Street Bridge

**THE CITY OF ROCHESTER, NH**  
**31 Wakefield Street**  
**Rochester, NH 03867**  
**[www.rochesternh.net](http://www.rochesternh.net)**



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### **CITY MANAGER'S REPORT 2009-2010**

Looking around Rochester it might be hard to tell that the nation was in a recession. Construction has been a way of life in Rochester with projects that include the turnpike widening, Washington Street reconstruction, a new well and treatment plant off Route 11, South Main reconstruction nearing completion, the North Main Street bridge work getting underway, and other smaller projects.

The fiscal year 2010 budget finished with an annual "surplus" around \$900,000 (unexpended city-side appropriations and excess revenue) with a total unencumbered fund balance over \$10,000,000. This was done in a difficult economic year when the country was mired in a significant recession. At the same time the tax cap required we prepare a fiscal year 2010 budget with almost no increase, despite increasing costs in state retirement, health insurance and other areas. We were able to present a budget that was adopted with a few changes that accomplished this without any layoffs of existing staff.

Quality employees are one of the city's most important resources. It was with regret I accepted the resignation of Brian LeBrun, our Deputy City Manager and Finance Director. Brian left to accept a new challenge in a similar position in Concord. Blaine Cox was appointed Finance Director in June 2010. He brings a great deal of experience from his past positions with the University of New Hampshire, the Town of Epping and most recently Oyster River School District.

Communication with the public is always a priority. One new way in which we are doing this is through the implementation of Social Media sites for major departments, including Facebook and Twitter sites. The work on the Main Street Bridge included a public information officer to give weekly updates.

Planning and developing energy efficiencies, including the "ice cube" decisions at the ice arena, lighting upgrades, control retrofit, energy audit and administration of the complexities of the federal energy grant.

While this annual report contains some of the highlights of Rochester's governments' service to the community, there is much more to what is happen. There are many other chapters in this annual report that speak of the diligent effort of the Rochester government to provide services and maintain infrastructure. Taken in its totality the information in this report proclaims Rochester is doing well and is in solid condition.

This success is due to the work of the entire team, including the Mayor and Council, other committee and board members and especially great City employees. Together everyone is working hard to help enhance this environment with quality services delivered efficiently and effectively. Rochester is a great place to live, work and play.

I close with two mottos engraved on the San Diego County Building, "The Noblest Motive is the Public Good," and "Good Government Demands the Intelligent Interest of Every Citizen." It is a privilege to serve the citizens of the City. At the same time it requires the participation of all for this to city to reach its potential.

Respectfully submitted,

John F. Scruton  
City Manager

**CITY GOVERNMENT**  
**As Organized January 1, 2010**

**Mayor Thomas J. Jean**

<b>Ward 1</b>	<b>Seat A – Brian B. LaBranche</b>	<b>Seat B – A. Raymond Varney</b>
<b>Ward 2</b>	<b>Seat A - Elaine M. Lauterborn</b>	<b>Seat B – Sandra B. Keans</b>
<b>Ward 3</b>	<b>Seat A – Peter A. Lachapelle</b>	<b>Seat B – John Larochelle</b>
<b>Ward 4</b>	<b>Seat A – David E. Walker</b>	<b>Seat B – Geoffrey Hamann</b>
<b>Ward 5</b>	<b>Seat A – Ralph Torr</b>	<b>Seat B – Alan Reed-Erickson</b>
<b>Ward 6</b>	<b>Seat A – Stephen Hervey</b>	<b>Seat B – Charles “Chuck” Grassie</b>

City Manager                      John F. Scruton



Rochester City Council (except for Councilor Lachapelle)

**STANDING COMMITTEES**

**Appointments Committee:** John Larochelle, Chairperson; Ralph Torr, Vice Chairperson; Sandra Keans; Alan Reed-Erickson; Stephen Hervey

**Codes & Ordinances Committee:** Peter Lachapelle, Chairperson, Charles “Chuck” Grassie, Vice Chairperson; Ray Varney; Sandra Keans; Elaine Lauterborn

**Community Development Committee:** Charles “Chuck” Grassie, Chairperson; Elaine Lauterborn, Vice Chairperson; Alan Reed-Erickson; Stephen Hervey; Brian LaBranche

**Finance Committee:** Thomas J. Jean, Chairperson; Raymond Varney, Vice Chairperson; John Larochelle, David Walker; Charles “Chuck” Grassie; Sandra Keans; Elaine Lauterborn

**Public Safety Committee:** David Walker, Chairperson, Geoffrey Hamann, Vice Chairperson; Brian LaBranche; Stephen Hervey, Peter Lachapelle

**Public Works Committee:** Ralph Torr, Chairperson, Ray Varney, Vice Chairperson, Charles “Chuck” Grassie; David Walker; Geoffrey Hamann



## SPECIAL COMMITTEES

**Building Needs Committee:** Ralph Torr, Chairperson; Elaine Lauterborn, Vice Chairperson; Brian LaBranche; Ray Varney

**Government Channel Committee:** Rick Healey, Vice Chairperson; John Fuchs; Richard Gould, Richard Menzel; Celeste Plaia

**Highway Safety Committee:** David Walker, Chairperson, Geoffrey Hamann, Vice Chairperson; Brian LaBranche; Stephen Hervey, Peter Lachapelle

## CITY OFFICERS AND DEPARTMENT HEADS

Animal Control Officer  
 City Assessor  
 Checklist Supervisor Chairperson  
 City Planner  
 City Clerk  
 City Engineer  
 City Health Officer  
 City Manager  
 City Physician  
 City Solicitor  
 Deputy Assessor  
 Deputy City Clerk  
 Deputy Tax Collector  
 Director of Code Enforcement  
 Director of Planning  
 Economic Development Manager  
 Deputy City Manager/  
 Finance Director  
 Deputy Treasurer  
 Fire Chief  
 Fire Chief, Deputy  
 Fire Chief, Assistant  
 Ice Arena/Recreation, Parks  
 Youth Services Director  
 Library Director  
 Police Chief  
 Police, Deputy Chief  
 Public Works Commissioner/Public  
 Buildings & Grounds Director  
 Tax Collector  
 Welfare Director  
 Mayor  
 Deputy Mayor

Suzanne Paradis  
 Tom Mullin  
 Vacant  
 Michael Behrendt  
 Sheryl Eisenberg  
 Thomas Willis, Jr.  
 Tom Abbott  
 John Scruton  
 Vacant  
 Danford Wensley  
 Vacant  
 Kelly Walters  
 Karen Paquette  
 Tom Abbott  
 Kenneth Ortmann  
 Karen Pollard

Brian LeBrun  
 Roland Connors  
 Norman Sanborn, Jr.  
 Francis Zombeck  
 Richard Giguere

Christopher Bowlen  
 John Fuchs  
 David Dubois  
 Mike Allen

Melodie Esterberg  
 Doreen Jones  
 Todd Marsh  
 Thomas J. Jean  
 A. Raymond Varney

## BOARDS AND COMMISSIONS

**Arena Advisory Commission:** David Anctil, Chairperson; Richard Clough; Robert W. Brown; David McGlone; Dale Bickford; David Colson; Joan Cadorette-Strogen

**Board of Assessors:** Thomas Mullin, Chairperson; Robert Goldstein, Marybeth Walker

**Board of Health:** Thomas Moon, John Larochelle, Dr. Terry Bennett, MD; Tom Abbott

**Conservation Commission:** Deborah A. Shigo, Chairperson; Jeffrey Winders; Mark E. Jennings; John W. Hackett; Linda R. Norris; Meredeth (Merry) S. Lineweber **Alternate Member:** Kyle Jones

**County Commissioners:** George Maglaras, Chairperson; Paul J. Dumont, Vice Chairperson; Robert J. Watson

**Historic District Commission:** Lionel Sylvain, Chairperson; Herman Ejarque, Vice Chairperson; Weston Flierl, Nancy Dibble, Sandra Keans, Rick Healey **Alternate Positions:** Martha Wingate, Laura Jones

**Library Trustees:** Pamela Hubbard, Chairperson; Michael Roberts, Vice-Chairperson; Louise Stoddard, Secretary; Joanne Pallas, Natalie Wensley, Susan Hannah

**City Manager's Designee:** Martha Ortmann, Treasurer

**Licensing Board:** John F. Scruton, David Dubois, Norman Sanborn, Jr.

**Personnel Advisory Board:** Carol Themelis, Joane Sylvain, Vacant

**Planning Board:** A. Terese Desjardins, Chairperson; John David Meader, Richard Groat, Eugene McCarthy, Lionel Sylvain, Tim Fontneau, Derek Peters, A. Raymond Varney, Tom Abbott

**Alternate Members:** Rick Healey, Gloria Larochelle, Stephen Martineau

**Police Commission:** Lucien Levesque, Chairperson; James McManus, Jr. Al Bemis

**Recreation, Parks and Youth Services Commission:** Shelia Colson, Chairperson; Joseph Maynard, Arnold Bennett, Andrew Grassie Paul Roberts, Peter Lachapelle, Jeffrey Turgeon

**School Board:** **At Large:** Anne Grassie, **Ward 1:** Peggy Parker, Audrey Stevens **Ward 2:** Bill Brennan, Caroline McCarley **Ward 3:** Julie Brown, Evelyn Logan **Ward 4:** Anthony Pastelis, PhD; Travis Allen **Ward 5:** Pamela Hubbard, Doris Gates **Ward 6:** Andrew Grassie, Robert J. Watson

**Stafford Regional Planning Commission:** Sandra Keans, Robert Jaffin, Elaine Lauterborn, Kenneth Ortmann

**Trustees of Trust Funds:** David Ouellette, R. Bradley Trafton, Robert Pallas

**Utility Advisory Board:** Sharon Parshley, Arthur Hoffman, Kevin Bridges, George Lewis, Paul Dolnier

**Welfare Appeals Board:** Irene Creteau, Nancy Morneault, Mary Flynn

**Zoning Board of Adjustment:** Ralph Torr, Chairperson; Robert Gates, Vice Chairperson; Peter Meyer, Randy Lavallee, Lawrence Spector **Alternate Members:** Rose Marie Rogers, Fidae Azouri

## AUTHORITIES

**Rochester Economic Development Commission (Authority):** Richard Lundborn, Chairperson; Janet Davis, Lisa Stanley, Ron Poulin, Timothy Cremen, Susan DeRoy, Mary-Jo Monusky, Wayne Chick, **Ex-Officio Members:** T.J. Jean, Karen Pollard

**Rochester Housing Authority:** Arthur Nickless, Chairperson; Wilbur Boudreau, Vice Chairperson; Mark S. Hourihan, Cider Berry, Janet Davis, Jerome Grossman, Otis Perry





## MAYOR'S COMMITTEES

**Comprehensive Rezoning Committee:** Chuck Grassie, Chairperson; A. Raymond Varney, Rick Healey, Sandra Keans, David Walker, John Scurton, Lance Powers, John Larochelle, A. Terese Desjardins, Arthur Nickless, Arthur Hoover

**Energy and Sustainability Committee:** John Larochelle, Chairperson, Melodie Esterberg, Richard Kalisz, Sharon Parshley, Adriana Pinto, Peter Ejarque, Bruce Young, Mark Belanger, Holly Clark

**Historic Documents Preservation Committee:** Kelly Walters, Co-Chairperson; Jan Kazlauskas, Co-Chairperson; Janet Pelley, Victoria Lambert, Martha Fowler, Kern Mann, Becky Warburton, Joanne Pallas, Linda Sargent

**River Walk Committee:** David Walker, Chairperson, Lori Chase, Julien Savoie, Janet Pelley, Robert Steele, Peter Bruckner, Mark Perry, Andrea Lemire

## ELECTION OFFICIALS

**Ward 1:** David Stevens, Moderator; Cindy C. Harmon, Ward Clerk; Joseph Gray, Checklist Supervisor; Lorraine Malsbury, Joyce Betz, Michael Dickie, Selectmen

**Ward 2:** David Ouellette, Moderator; Nora Goodwin, Ward Clerk; Kelly Gray, Checklist Supervisor; Roger "Mickey" Conroy, Brian Brennan, Jean Anne Twombly, Selectmen

**Ward 3:** Danford Wensley, Moderator; Kenneth Billings, Ward Clerk; Sandra Healey, Checklist Supervisor; Cindy Radey, Jeannine Lambert, Annette Plaisted, Selectmen

**Ward 4:** Jason Hamann, Moderator; Vacant, Ward Clerk; Patricia Dunlap, Checklist Supervisor; Priscilla Potvin, Christine Hamann, Abigail Collins, Selectmen

**Ward 5:** Robert Gates, Moderator; Doris Gates, Ward Clerk, Louisa Tapley, Checklist Supervisor; Daniel Hubbard, Leonard West, Ramona Schoff, Selectmen

**Ward 6:** James Gray, Moderator; Joanne Gray, Ward Clerk; Denise Chick, Checklist Supervisor; Peter Ward, Jean Turgeon, Norman Sanborn, Sr., Selectmen

**Chairperson of Supervisors:** Vacant

**City Clerk:** Sheryl Eisenberg

**Deputy City Clerk:** Kelly Walters

**CITY OF ROCHESTER DEPARTMENTS**

[www.rochesternh.net](http://www.rochesternh.net)

**2009-2010**

Assessor's Office 19 Wakefield Street	Tom Mullin, Assessor 332-5109
Business Office 31 Wakefield Street	Angie Gray 335-7602
City Clerk's Office 31 Wakefield Street	Sheryl Eisenberg, City Clerk 332-2130
City Manager's Office 31 Wakefield Street	John F. Scruton, City Manager 332-1167
Code Enforcement Office 31 Wakefield Street	Tom Abbott, Director of Code Enforcement 332-3508
Economic Development Department 150 Wakefield Street	Karen Pollard, Economic Development Manager 332-7522
Finance Office 31 Wakefield Street	Brian LeBrun, Finance Director 335-7609
Fire Department 31 Wakefield Street	Norman Sanborn, Fire Chief 330-7182
Human Resources 31 Wakefield Street	Diane Hoyt 335-7503
Information Systems 31 Wakefield Street	Dennis Schafer 335-7517
Planning & development Department 31 Wakefield Street	Kenneth Ortmann, Director of Planning & Development 335-1338
Police Department 31 Wakefield Street	David Dubois, Chief of Police 330-7127

Public Works Department  
45 Old Dover Road

Melodie Esterberg, Public Works  
Commissioner  
332-4096

Recreation Department  
150 Wakefield Street

Christopher Bowlen, Director  
of Recreation, Arena & Youth Services  
332-4120

Rochester Ice Arena  
67 Lowell Street

Steve Trepanier  
335-6749

Rochester Public Library  
65 South Main Street

John Fuchs, Librarian  
332-1428

Tax Collector's Office  
19 Wakefield Street

Doreen Jones, Tax Collector  
332-1136

Wastewater Plant  
175 Pickering Road

David Green  
335-6942

Utility Water Billing  
19 Wakefield Street

Ann Dupuis  
335-7501

Water Treatment Plant  
64 Strafford Road

Robert Gray  
335-4291

Welfare Office  
31 Wakefield Street

Todd Marsh  
335-3505



<p align="center"><b>EMPLOYEE OF THE MONTH</b> <b>2009-2010</b></p>
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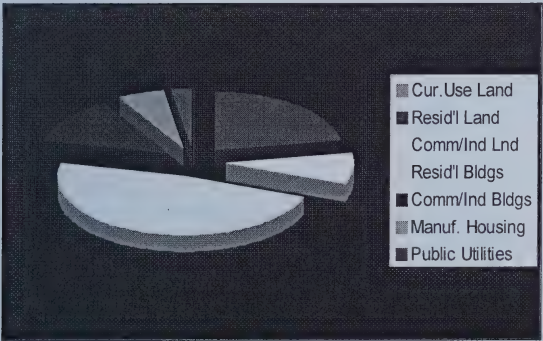
Kern Mann	MIS Department	July 2009
Florence Alley	Police Department	August 2009
Laura Miller	Public Works Department	Sept 2009
Clifford Richey	Public Works Department	October 2009
Verna Ketel Brooks	Assessing Department	Nov 2009
Karen Peabody	Code Enforcement Department	Dec 2009
James Reinert	Police Department	January 2010
Jt. Loss Management Com.	Various Departments	February 2010
Steve Trepanier	Arena	March 2010
Samantha Rodgereson	Economic Development Dept.	April 2010
Joseph Rousseau & Jamie Blaint	Police Department	May 2010
Sheryl Eisenberg & Kelley Walters	City Clerk	June 2010

REPORT OF THE ASSESSOR'S OFFICE

2009-2010

ASSESSOR'S INVENTORY

Current Use Land.....	1,376,840
Residential Land.....	448,712,236
Commercial/Industrial Land.....	179,682,264
Residential Buildings.....	971,156,218
Commercial/Industrial Buildings.....	262,383,682
Manufactured Housing.....	122,951,900
Public Utilities Land & Buildings.....	48,127,600
<b>TOTAL OF TAXABLE PROPERTIES.....</b>	<b>2,034,390,740</b>



EXEMPTIONS USED

Blind (26).....	1,1079,400
Elderly (395).....	24,866,100
Disabled (69).....	2,548,400
<b>TOTAL AMOUNT OF EXEMPTION.....</b>	<b>28, 493,900</b>

**Net Valuation on which the tax rate for the Municipal, County & local  
Education Tax is computed..... 2,005,896,840**

**Less Public Utility Valuations.....48,127,600**

**Net Valuation without Utilities on which tax rate for State Education Tax  
Computed.....1,957,769,240**

Respectfully submitted,

Thomas A. Mullin, CNHA  
City Assessor



Theresa, Gaye, Nancy, Verna & Tom – Assessing Staff



## REPORT OF THE CITY CLERK'S OFFICE 2009-2010

The mission of the City Clerk's Office is to record and preserve official municipal records, act as an agent of the state in the issuance of certified vital records, and assist in the transparency of the municipal government. In addition, the City Clerk's Office maintains the integrity of the election process by conducting fair and impartial elections.

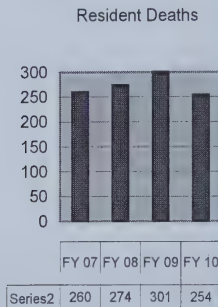
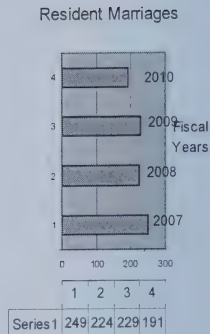
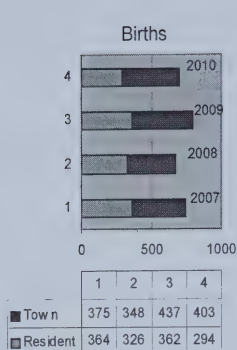
The City Clerk's Office recorded the votes and proceedings of the City Council at Regular, Special, Workshop and City Council Public Hearing meetings and the Codes & Ordinances subcommittee of the City Council; transcribed, published and indexed the minutes of all City Council meetings in accordance with RSA 91-A:4; and provided informational copies of minutes to citizens, boards, commissions, and department heads. The City Clerk's Office also prepared agendas, informational packets, and minutes for the following and posted such on the City Clerk's web page of the City's web site: City Council Regular, Special, Workshop and Public Hearing meetings, as well as the Codes and Ordinances subcommittee of the City Council.

The City Clerk's Office also maintains the listing of all officials serving on City boards, commissions and committees. The Clerk's Office processed all statements of interest forms and applications received from persons interested in serving for the City. The Clerk's Office also processed and conveyed to the City Council all resignations from such boards, commissions and committees, and sent letters to retirees to express the Council's appreciation for services rendered.



### Vital Records

From July 1, 2009, through June 30, 2010, 437 babies were born in the City of Rochester. The State Bureau of Vital Records recorded 301 deaths of Rochester citizens. The City Clerk's office issued 229 marriage/civil union licenses during the same period.



Notary services were provided to 591 persons.

The State of New Hampshire has taken over all filings for Uniform Commercial Codes (UCC's). The City receives payments for these filings from the State.

The City Clerk's Office issued 5,015 dog licenses during the year. This included 17 group licenses for owners having 5 or more dogs.

Following is a summary of the revenues taken into the City Clerk's Office for Fiscal Year 2009-2010:

	<u>City</u>	<u>State</u>
Certified Copies of Vital Records	\$15,216.00	\$29,116.00
Marriage Applications	\$ 1,518.00	\$ 7,752.00
Dog Licenses	\$27,950.50	\$10,884.00
UCC Fees	\$ 3,525.00	
Notary Services/Miscellaneous Revenues	\$ 6,655.50	
Total Revenues	\$54,864.50	\$47,752.00

The City Clerk's Office Supervised the Municipal Election held on November 3, 2009. The City Clerk's Office accepted new voter registrations, declarations of party affiliation, and changes to address/ward and names; provided in-home voter registration for the elderly and disabled; coordinated and attended all sessions of the Supervisors of the Checklist; attended training for the Electionet database; maintained and updated the City's information in the Statewide database for the voter checklist; communicated with other Clerks and Supervisors throughout the State to eliminate duplicate voter files; and printed all required checklists and warrants.

Five applications for the Adams-Pray Fund were processed for approximately \$245.21 per applicant.

I was appointed City Clerk in August 2009. Kelly Walters was appointed as Deputy City Clerk in September 2009 and Marcia Roddy was hired as full-time City Clerk in October 2009. Kelly completed her third year at the New Hampshire City and Town Clerks Academy and was awarded the designation of New Hampshire Certified Deputy City Clerk (NHCDCC) by the New Hampshire City and Town Clerks Association in July 2009.

Respectfully submitted,

Sheryl L. Eisenberg, CMC  
City Clerk of Rochester



**RESOLUTIONS ADOPTED BY CITY COUNCIL  
JULY 2009 TO JUNE 2010**

- Resolution Accepting Additional Funds for the Law Enforcement Training Sessions to the 2009-2010 Rochester Police Department Operating Budget in Connection therewith, [\$18,000] Adopted August 4, 2009.
- Resolution Accepting Asset Forfeiture Donation to the Rochester Police Department from the US Drug Enforcement Agency and Making a Supplemental Appropriation Therewith, [\$2,480.91] Adopted February 2, 2010.
- Resolution Accepting COPS Grant to the Rochester Police Department and making a Supplemental Appropriation in Connection Therewith, [\$125,000] Adopted October 6, 2009.
- Resolution Accepting COPS Secure Our Schools Grant to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith, [\$57,898] Adopted November 4, 2009.
- Resolution Accepting Crimson Lane as a City Street, Adopted November 17, 2009.
- Resolution Accepting Donations to the City of Rochester for the Duval Park Fountain Fund and Making a Supplemental Appropriation in Connection Therewith, Adopted May 4, 2010.
- Resolution Accepting Donation to the City of Rochester, Fire Department from Meineke Car Care Center and Making a Supplemental Appropriation in Connection Therewith, [\$100] Adopted November 4, 2009.
- Resolution Accepting Donation to the City of Rochester, From Rochester Rotary Charities and Making a Supplemental Appropriation in Connection Therewith, [\$1,700] Adopted March 2, 2010.
- Resolution Accepting Donation to the City of Rochester, Welfare Department from Appledore Marine Engineering Inc. and Making a Supplemental Appropriation in Connection Therewith, [\$1,000] Adopted February 2, 2010.
- Resolution Accepting Donation to the City of Rochester for Duval Park Fountain Fund from Rochester Main Street, [\$100] Adopted May 4, 2010.
- Resolution Accepting Donation to the Rochester Police Department D.A.R.E. Program form the Joan E. Leach Revocable Trust and the Lynch Family and Making a Supplemental Appropriation in Connection Therewith, [\$125], Adopted October 6, 2009.
- Resolution Accepting Donation to the Rochester Police Department DARE Program from the Hilltop Lions Club 13 of Somersworth and Making a Supplemental Appropriation in Connection Therewith, [\$25] Adopted March 2, 2010.
- Resolution Accepting Emergency Management Performance Grant to the Rochester Fire Department and Making a Supplemental Appropriation in Connection Therewith, [\$3,300] Adopted December 15, 2009.
- Resolution Accepting Federal Emergency Management Agency Grant and Making a Supplemental Appropriation in Connection Therewith, [\$66,896] Adopted March 16, 2010.
- Resolution Accepting Grant to the Rochester Police Department Regarding Sex Offender Compliance Checks, Etc. and Making a Supplemental Appropriation in Connection Therewith, Adopted September 15, 2009.
- Resolution Accepting Grant to the Rochester Police Department Regarding "Party Dispersal" Training and making a Supplemental Appropriation in Connection Therewith, Adopted September 15, 2009.

- Resolution Accepting Grant to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith, [\$1,000] Adopted December 1, 2009.
- Resolution Accepting Grant to the Rochester Police Department for DWI Saturation Patrols and Making a Supplemental Appropriation in Connection Therewith [\$2,250], Adopted May 11, 2010.
- Resolution Accepting Grant to the Rochester Police Department of a US Justice Department, Office of Justice Programs, [\$164,931] Adopted September 15, 2009.
- Resolution Accepting Grant to the Rochester Police Department of an Additional US JAG Grant and Making a Supplemental Appropriation in Connection Therewith, [\$41,646] Adopted November 4, 2009.
- Resolution Accepting Grant to the Rochester Police Department to Increase Seat Belt Usage by Pickup Truck Users and Making a Supplemental Appropriation in Connection Therewith, Adopted May 11, 2010.
- Resolution Accepting Grant to the City of Rochester Police Department for Bulletproof Vests from the Bureau of Justice Assistance and Making a Supplemental Appropriation in Connection Therewith, [\$3,662.50] Adopted November 4, 2009.
- Resolution Accepting ICAC Task Force Funds to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith, [\$1,232.60] Adopted August 4, 2009.
- Resolution Accepting ICAC Task Force Grant to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith, [\$4,500] Adopted November 4, 2009.
- Resolution Accepting NH Public Utilities Commission, Greenhouse Gas Emissions Reduction Fund Grant, Making a Supplemental Appropriation, and Taking Other Actions, [\$394,000] Adopted September 1, 2009.
- Resolution Accepting Primex Grant to the City of Rochester and Making a Supplemental Appropriation in Connection Therewith, [\$10,000] Adopted April 6, 2010.
- Resolution Accepting Sterling Drive as a City Street, Adopted October 6, 2009.
- Resolution Accepting Strafford County Sheriff Department's Enforcement Underage Drinking Laws [EUDL] Grant to the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith, [\$10,485] Adopted October 6, 2009.
- Resolution Accepting US Department of Justice COPS Grant for the Rochester Police Department [\$664,869] Adopted September 15, 2009.
- Resolution Accepting Unanticipated Grant Revenues to the Rochester School Department, Transferring Certain Previously Appropriated Grant Revenues to Other Grants and Making a Supplemental Appropriation in Connection Therewith, [\$3,288,428.49] Adopted April 6, 2010.
- Resolution Accepting Waste Management Donation to the City of Rochester, Recreation, Arena and Youth Services Department and Making a Supplemental Appropriation in Connection Therewith, [\$5,000] Adopted January 12, 2010.
- Resolution Accepting a State of New Hampshire, Department of Environmental Services Grant, and Making a Supplemental Appropriation in Connection Therewith, Gonic Dam and Gonic Sawmill Dam [\$100,000] Adopted September 1, 2009.
- Resolution Acknowledging Receipt of Additional Housing Authority Police Officer Revenues by the Rochester Police Department and Making a Supplemental Appropriation in Connection Therewith, [\$5,000] Adopted as Amended August 4, 2009.
- Resolution Adopting Rochester 2010- 2015 CDBG Consolidated Plan for the City of Rochester, NH and Approving and Appropriating the 2010-2011 Community Development Budget for the City of Rochester, Adopted May 4, 2010.

- Resolution Approving 2010-2011 Operating Budget for the City of Rochester, Adopted June 22, 2010
- Resolution Approving Capital Improvement Project Supplemental Appropriation for the So-Called North Main Street Bridge Project and Accepting State Aid Bridge and Federal Highway Grants in Connection Therewith, [\$980,000] Adopted June 1, 2010.
- Resolution Approving Capital Improvement Project Supplemental Appropriations for the So-Called Washington Street Project and Accepting ARRA Grants in Connection Therewith, [\$2,715,000] Adopted on July 7, 2009.
- Resolution Approving Cost Items Associated with Proposed City of Rochester Collective Bargaining MEMORANDUM OF AGREEMENT with American Federation of State, County, and Municipal Employees, Local 863, Adopted October 20, 2009.
- Resolution Approving Cost Items Associated with Proposed City of Rochester Collective Bargaining Agreement with American Federation of State, County, and Municipal Employees, Local 863, Adopted October 6, 2010.
- Resolution Approving Transfer in the Community Development Block Grant Budget and Making a Supplemental Appropriation in Connection Therewith, Adopted April 6, 2010.
- Resolution Authorizing Application for So-Called Streetsweeper Grant, to the Rochester Police Department, Accepting the Same and Making a Supplemental Appropriation Therewith, [\$25,000] Adopted May 4, 2010.
- Resolution Authorizing Bonding for Engineering Costs Associated with the Brock Street Project, [\$50,000] Adopted June 15, 2010.
- Resolution Authorizing City Manager to Accept Conservation Easement Deed from Route 11 Investments Inc., Adopted May 4, 2010.
- Resolution Authorizing City Manager to Accept Farm and Ranch Lands Protection Program [FRPP] Grant for the So-Called Jacobs' Property Conservation Easement and Making a Supplemental Appropriation in Connection Therewith, [\$350,000] Adopted September 15, 2009.
- Resolution Authorizing City Manager to Enter into Access Easement Agreement Regarding the So-Called Henderson Property, Adopted September 1, 2009.
- Resolution Authorizing City Manager to Enter into Agreement with the New Hampshire State Historic Preservation Office Regarding the So-Called Henderson Property, Adopted November 4, 2009.
- Resolution Authorizing City Manager to Enter into Construction Contract Relative to the So-Called North Main Street Bridge Project, Adopted April 20, 2010.
- Resolution Authorizing City Manager to Enter into Crossing Agreement with the State of New Hampshire Relative to Utility Access to So-Called Henderson Property, Adopted September 1, 2009.
- Resolution Authorizing City Manager to Enter into Lease Agreement Regarding Property Owned by the City and Located at the Corner of Richardson and South Main Streets, Adopted September 1, 2009.
- Resolution Authorizing City Manager to Enter into Purchase and Sale Agreement and to Convey Property Situate at 9 Silver Street to Habitat for Humanity, Adopted November 4, 2009.
- Resolution Authorizing City Manager to Enter into Purchase and Sale Agreements Acquiring and Disposing of Real Property in Connection with the City's Neighborhood Stabilization Plan, [\$1.00] Adopted March 2, 2010.
- Resolution Authorizing Conservation Commission Use of Conservation Fund and Farm and Ranch Land Protection Program (FRPP), Adopted September 1, 2009.



- Resolution Authorizing Conservation Commission to Apply for Grant Related to Smith-Berube Property, Adopted June 8, 2010.
- Resolution Authorizing Economic Development Department Application for USDA Rural Business Enterprise Program Grant, [\$15,000] Adopted March 2, 2010.
- Resolution Authorizing Police Department Application for United States Justice Department COPS Technology Grant, [\$285,000] Adopted June 1, 2010.
- Resolution Authorizing Police Department Application for United States Justice Department Grant for Bulletproof Vests, [\$19,959.96] Adopted May 11, 2010.
- Resolution Authorizing Supplemental Appropriation for Educational Opportunities Related to Economic Development and Promotion Within the City of Rochester for Rochester Business Owners and/or Employees. [\$10,000] Adopted May 4, 2010.
- Resolution Authorizing Supplemental Appropriation of Economic Development Fund Account Funds for Downtown Rochester Economic Development Purposes, [\$42,300] Adopted April 6, 2010.
- Resolution Authorizing Supplemental Appropriations to the 2009-2010 Operating Budget of the City of Rochester Relative to Economic Development Purpose Expenditures, [\$6,800] Adopted November 17, 2009.
- Resolution Authorizing Supplemental Appropriation to the 2009-2010 Capital Budget of the City of Rochester Related to the Acquisition and Installation of New Windows for the Rochester Public Library Department in the Original Rochester Public Library Building, [\$32,000] Adopted February 2, 2010.
- Resolution Authorizing Supplemental Appropriation to the 2009-2010 Capital Budget of the City of Rochester for Acquisition and Installation of a New Fire Alarm System for the Rochester School Department at the Rochester Middle School [\$350,000] Adopted September 1, 2009.
- Resolution Authorizing Supplemental Appropriation to the 2009-2010 Capital Budget of the City of Rochester for the Purpose of Funding Additional Fire Exits at the Nancy Loud School and the Maple Street School for the Rochester School Department, *Amended Version*, Adopted June 22, 2010.
- Resolution Authorizing and Approving 2010-2011 Capital Budget for the City of Rochester and Authorizing Certain Bonding in Connection Therewith, Adopted June 22, 2010.
- Resolution De-Authorizing Capital Improvement Project Appropriation for the School Fire Alarm System and Making Another Supplemental Appropriation in Connection with Such Fire Alarm System, [\$350,000] Adopted May 4, 2010.
- Resolution De-Authorizing Certain So-Called Community Center Security System Project Appropriation Balance and Making a Supplemental Appropriation for Community Center Renovations in Connection Therewith, [\$50,000] Adopted April 6, 2010.
- Resolution De-Authorizing Portion of Additional JAG Grant Supplemental Appropriation, [\$41,646] Adopted December 1, 2009.
- Resolution De-Authorizing Portions of Various Capital Improvement Project Appropriations Regarding the School Department and Making Provisions for the Repayment of Unexpended Bond Proceeds to Repay Portions of the Principal of Such Bond, [\$202,229.62] Adopted September 1, 2009.
- Resolution De-Authorizing Various CIP Projects Appropriations and Making Certain Supplemental Appropriations in Connection Therewith, Adopted on May 4, 2010.
- Resolution De-Authorizing Various Capital Improvement Project Appropriations and Making Certain Supplemental Appropriations in Connection Therewith, [\$10,847.71] March 2, 2010.
- Resolution De-Authorizing Various Capital Improvement Project Appropriations and Making Certain Supplemental Appropriations in Connection Therewith, Adopted March 16, 2010.

- Resolution De-Authorizing the So-Called Project Futures Account and Making a Supplemental Appropriation Therewith, [\$38,450.20] Adopted May 4, 2010.
- Resolution Endorsing the Establishment of a So-Called Granite Ridge Development District (GRDD) Adjacent to NH Route 11 and Taking Certain Action in Connection Therewith, Adopted April 20, 2010.
- Resolution Establishing Income Levels for Real Property Tax Exemption for the Disabled and Elderly in the City of Rochester for the 2010 Tax Year and Thereafter, Adopted January 12, 2010.
- Resolution Establishing Polling Places and Times for the November 3, 2009, Municipal Election, Adopted September 1, 2009.
- Resolution Increasing US Department of Housing and Urban Development Grant for the City's Neighborhood Stabilization Program and Making a Supplemental Appropriation in Connection Therewith, [\$140,000] Adopted April 6, 2010.
- Resolution Pursuant to RSA 80:76 Regarding Acceptance of Tax Deeds, Adopted September 1, 2009.
- Resolution Transferring 2010-2011 Operating Budget "Host Community Fees" to the So-Called Economic Development Special Reserve Fund, [\$100,000] Adopted June 15, 2010.
- Resolution for Supplemental Appropriation to Place \$5,000 Donation in Trustees of the Trust Fund Account, Adopted June 15, 2010.
- Resolution in Support of Adoption of Southeast Watershed Alliance Bylaws, Adopted May 4, 2010.
- Resolution of City Council Authorizing Issuance of Taxable Tax Anticipation Notes for City of Rochester, New Hampshire, Adopted March 16, 2010.
- Resolution of City Council Authorizing Issuance of Taxable Tax Anticipation Notes for the City of Rochester, New Hampshire, Adopted October 20, 2009.
- Resolution to Support Wildcat Transportation Congestion Mitigation Air Quality (CMAQ) Grant Application, Adopted March 16, 2010.

**AMENDMENTS TO CITY ORDINANCES  
JULY 2009 TO JUNE 2010**

- Amendment to Ordinances Relative to Building Permits, [Chapter 40.16 (b)] Adopted May 18, 2010.
- Amendment to Ordinances Relative To Granite Ridge Development District, [Chapter 42.34] Adopted as Amended June 8, 2010.
- Amendment to Ordinances Relative to Filing Fee for the Office of Police Commission Candidates [Chapter 12.2], Adopted June 1, 2010.
- Amendment to Ordinances Relative to Historic District Commission, [Chapter 42.33] Adopted July 7, 2009.
- Amendment to Ordinances Relative to Outdoor Wood-Fired Hydronic Heaters [42.15] Adopted December 15, 2009.
- Amendment to Ordinances Relative to Sewer Ordinance, [Chapter 16] Adopted December 15, 2009.
- Amendment to Ordinances Relative to Timeframe for Planning Board to Make Recommendations on Proposed Zoning Amendments Allowing, 45 Days, [42.25] Adopted December 15, 2009.
- Amendment to Ordinances Relative to Waste Water User Rates, [Chapter 16.25] Adopted August 18, 2009.
- Amendment to Ordinances Relative to Water User Rates, Adopted June 22, 2010
- Amendment to Zoning Ordinance Relative to Procedures for Adoption and Amendment of Zoning Ordinances, [42.25] Adopted December 1, 2009.
- Amendment to Zoning Ordinances Relative Outdoor Wood-Fired Hydronic Heaters, [42.15] Adopted April 6, 2010.
- Amendment to Zoning Ordinances Relative to Junkyards, [42.6] Adopted March 2, 2010.

<p style="text-align: center;"><b>REPORT OF THE CODE ENFORCEMENT DEPARTMENT</b> <b>2009-2010</b></p>
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The Code Enforcement Department has been extremely active. As the population of the City of Rochester has grown to almost 32,000 residents, so does the responsibility of the department to enforce applicable rules and regulations of the City of Rochester. This office remains dedicated to this responsibility and will continue its program of proactive code enforcement ensuring the health and safety of the citizens of Rochester.

The total revenue collected by the Code Enforcement Department is categorized as follows:

Food Establishment Licenses	\$ 28,301.00
<b>Code Enforcement Permits</b>	<b>4,547.00</b>
Building Permits	\$ 236,012.00
Miscellaneous Permits & Fees	2,469.70
<b><u>TOTAL</u></b>	<b><u>\$ 271,329.70</u></b>

Less Refunds, Waived Fees (Veteran & Municipal Status)	<52,399.00>
<b><u>TOTAL</u></b>	<b><u>\$ 218,930.70</u></b>

The total amount expended by the department was \$433,439.28

### **BUILDING INSPECTION**

The major duties of the department include the administration of National Codes, the review and issuance of building permits, and the inspection of construction sites to ensure conformance of these codes; additionally enforce compliance of the Zoning Ordinance and Planning Board approvals.

A total of 1,373 permits were issued with an estimated building cost of \$23,610,435. With the combination of building, health, and miscellaneous inspections and activities, there were 5,002 inspections completed. Additionally there were 1,373 plans reviewed.

### **HEALTH**

The major health related duties of the department continue to be the licensing and inspections of two hundred forty (234) of the City's food service establishments. We have worked closely with the owners and operators to ensure compliance with the New Hampshire rules for the sanitary production and distribution of food. During the year each food establishment was inspected a minimum of two to three times. As a whole, Rochester's food establishments are in full compliance.

The department also performed inspections of day care and foster home facilities, investigated housing code complaints and responded to various health- related concerns for the citizens of Rochester.



*The Board of Health comprised the following members:*

Dr. Thomas Moon, Regular Member  
John Larochelle, Regular Member  
Dr. Terry Bennett, City Physician/ Member  
Regular Member, Vacant  
Mr. Thomas R. Abbott, Health Officer

#### **CODE ENFORCEMENT**

Other general activities by the department include: Inspections and licensing of twenty four (24) mobile home parks, licensing of movie theaters, pool tables, video games, all taxi (company, drivers, and cars), three (3) junk yards, twenty six (26) second hand dealers, three (3) pawnbrokers and miscellaneous hawkers & peddlers. The department has also investigated 94 housing complaints and zoning infractions.

Respectfully submitted,

Thomas R. Abbott  
Director of Code Enforcement Services

## REPORT OF ECONOMIC DEVELOPMENT 2009-2010

The Economic Development Department completed a frantic year of transitions and operations focused on Business Attraction, Retention and Expansion, Downtown Revitalization, Marketing, Fiscal Management and Administration and implementing Economic Development Strategy and Policy. These effects of the Recession continued to impact all efforts to retain and attract businesses in every industry, although economists and analysts agree that the recovery phase is beginning in earnest. New Hampshire is posting declining unemployment enrollment as well as increased home sales and employment levels. Unemployment in the city of Rochester started the year at 8.1% and reduced to 6.3% by June 2010. Commercial real estate remained far more stable than housing values and property turnover was very low.

The city's JOB Loan Program, providing gap financing to small businesses, completed five new loans to attract new companies or support existing firms adapt to the rapidly changing environment. Custom Banner, Carney Medical Supply, Granite State Plating, Blue Oasis Spalon and T-Mobile. While Rochester's community banks did their best to provide capital to the businesses community, more stringent requirements make borrowing a greater challenge. Our ability to partner with lenders provided a competitive advantage and important business support.

A new energy program delivered this year is Rochester Buying Power, offering most businesses regardless of size the ability to purchase electricity and natural gas at more competitive rates through a reverse auction. The program also offers an online energy management and budgeting tool to pursue and evaluate energy savings efforts. The city of Rochester uses this program for it's own energy purchasing and management. [www.rochesterbuyingpower.com](http://www.rochesterbuyingpower.com)

Economic Development played a significant role in guiding investment into programs and policies to support area businesses and entrepreneurs in the face of enormous challenges and upheaval. The focus to retain businesses was primary, and Downtown businesses without resources to adapt to the rapidly changing environment were at risk of rapid failure. Nancy Johnson was hired as an Economic Development Intern to work with a volunteer Resource Team to survey Downtown businesses, connect them to available resources at the local, regional or state level, and to recommend additional programs or actions that the city could undertake. The Resource Team was comprised of Karen Pollard, Economic Development Manager, Warren Daniel, SBDC Regional Director & manager of the state's restaurant program, Mike Provost, Executive Director of the Rochester Main Street program hired in July 2009, Mary Henderson, Branch Manager for Federal Savings Bank that opened their Downtown branch this year, Wayne Chick, Foster's Daily Democrat, and Rich Hillow, Chair of the Rochester Main Street Economic Restructuring Committee. Confidential one-on-one interviews were conducted with 29 businesses owners and the committee met bi-monthly to offer recommendations and resources. A comprehensive Resource Guide was developed in printed and electronic format and was distributed to the businesses along with the final report. The report was also presented to the City Council, Rochester Economic Development Commission and the Rochester Main Street Board. The priorities were to develop a mitigation plan for bridge construction, provide support for entrepreneurial training, develop the North Main Street Incubator, and to improve the image of Downtown by undertaking a branding initiative for the community. This initiative won a 2010 International Economic Development Council Award for Neighborhood Development Program from communities under 50,000 residents.

Immediate plans were made for a comprehensive mitigation plan for Downtown businesses to address the compounded impacts of the Recession and the closure of the historic No. Main Street Bridge.

The bridge repair work on the structure built in 1883 had been delayed for a number of years and promised to be particularly disruptive to the Downtown business community in the area of the bridge. Multiple public meetings and individual discussions were held with property and business owners, Economic Development, Public Works, Rochester Main Street, the Greater Rochester Chamber of Commerce and many of the City Councilors in attendance. The City Council approved the budget and teams swung into action to begin planning and implementing the mitigation plan. Action items were divided into Communications, Destination Creation and Technical Support (capacity building).

Communications

- Blast e-mail alerts
- Public Meeting
- Detour Brochure
- Postcards w/contact info
- Construction signs
- Construction screening
- TV Commercial “Date Night”

Destination Creation

- Shop Local Program
- Calendar of Events
- Downtown Business Guide
- Touch-a-Truck Event
- Beach Party Event
- Pirates of the Cocheco
- Bridge Grand Re-Opening

Technical Support

- Speaker on Business Topics
- One-on-one strategies
- Weekly RMS e-newsletter
- Cooperative advertising
- Scholarship Program
- Monthly “Sidewalk Talk”



Preparing for the Beach Party Event

During this time many new businesses opened in Downtown Rochester including Federal Savings Bank, Spaulding Steak & Ale at the Governor’s Inn, The Portable Pantry, Bella Fresca, One of the more notable signs of distress, the 103 Restaurant had been closed for over a year but was auctioned to new owners in August of 2009. A management group re-opened the restaurant in November 2010 with as much of the original intact as they could. Factory Court construction completed in Aug 2009 with a wonderful grand opening event featuring live music and food from local restaurants. This

community gathering space created by Rochester Main Street will be the home for Downtown concerts and events.

The renewed small business incubator project made significant strides, as well as gaining greater public interest and support for local entrepreneurship due to the recession. Economic development applied for a USDA Rural Business Enterprise Grant to complete a Feasibility Study for the project. Congresswoman Carol Shea-Porter came to Rochester to make the announcement and tour Downtown businesses.

Arts, cultural and tourism activities are increasing in importance within our economic development strategies, and this effort ties in very well to the community identity and branding initiative outlined in the business retention report. Economic Development supported Art Esprit, a non-profits visual and written public arts collaborative, in their first public art project "The Shoes of Rochester" during the Summer of 2009 as well as "If These Rocks Could Talk: Stories of the Granite State" installation during the Summer of 2010. The Rochester Opera House requested a basic economic impact statement from the department to support their fundraising efforts, and the Economic Development Commission offered assistance and suggestions to support their efforts to bring new and exciting shows to the community. The department also began work with Mayor Thomas "T.J." Jean on a branding initiative. This effort ended abruptly when Brand Partners, a Rochester-based creative services firm, closed their doors in April 2010.



If These Rocks Could Talk

City government ventured into social media this year, working with Epiphanies on policies surrounding employee and public use of communication tools like Facebook, Twitter and Nixle. Employees received training and eight departments created Facebook and Twitter accounts, Police and Fire also use Nixle for communications. Economic development also added a live Facebook feed to their website [www.thinkrochester.biz](http://www.thinkrochester.biz) to keep fresh news on the main page.

Increased industrial vacancy throughout the region increased competition between property owners for new tenants. Particular challenges were properties that have been vacant for a long time, such as the



former Cabletron campus building 35. Zoned for industrial or office use exclusively, few tenants have been identified. Granite State College expanded their Rochester presence by moving into 14,000 square feet after securing a variance. The Gonic Mill had some vacancy prior to Brand Partners vacating the premises, and Studio 109 moved into the former Arts Rochester studio. The mill is being heavily marketed by Grubb & Ellis Coldstream, but again, with limited uses allowed by zoning new tenants have been difficult to find.

The city completed the development agreement and transfer of 8 acres in the Granite State Business Park to Albany Engineered Composites. They plan to add a second building with up to an additional 100,000 square feet, and are supplementing their building with 90,000 square feet of rental space for the Research & Development Facility relocated from Massachusetts in December 2009. Expansion into Phase 2 of the park is beginning, and discussions are ongoing with property owners on the east side of the active rail line.

In addition to our own efforts to fill vacancies, we've partnered with a number of organizations. One of the more successful events was a tour of Strafford County industrial and office park space organized by the New Hampshire Department of Resources and Economic Development (DRED). A tour bus full of commercial realtors visited Farmington, Rochester, Dover and Somersworth to consider recent development activities, new opportunities and incentives offered by communities. Rochester has a designated NH Revitalization Zone that offers tax credits to businesses that hire employees and invest in capital expenditures.

The focus of the Granite Ridge Development District for this year was to emerge from the recession into recovery prepared for development. The city signed an MOU with NH DOT regarding cross-notifications regarding transportation and development applications in the district from the urban compact border at Ten Rod Road to the Farmington Town Line. This agreement will allow for the state and the city to coordinate approvals for any new development. The Economic Development Commission proposed new zoning for the district that takes into account the desired retail, hospitality and commercial businesses that the city hopes to attract. The new zoning was enthusiastically approved by Planning and the City Council. Tax Increment Financing is still the city's preferred option for financing public improvements in the District. While the TIF plan was not approved, the draft has been under consideration and examples from other successful communities are being studied. Economic development is continuing the aggressive marketing of the district, including participation in three International Council of Shopping Centers trade shows. These were particularly successful this year, as retail is showing signs of rebounding.

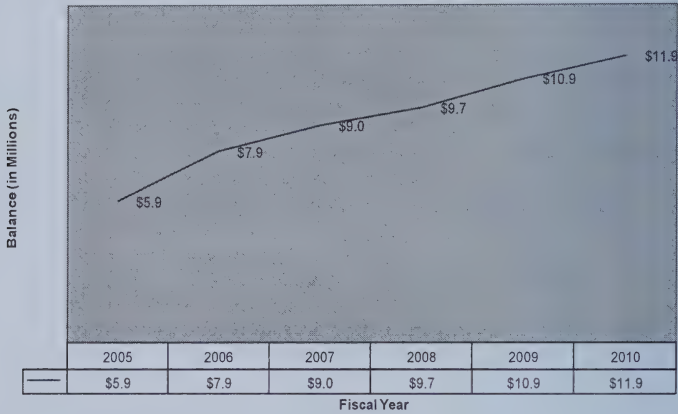
Respectfully submitted

Karen Pollard  
Economic Development Manager

## REPORT OF THE CITY FINANCE OFFICE 2009-2010

The fiscal year ending June 30<sup>th</sup>, 2010 financial data indicates the City's financial position is strong. The close monitoring of the General Fund, as well as the enterprise accounts (Water, Sewer and Arena) and the special revenue accounts (Community Center and Waste Management) has resulted in continued fiscal stability.

**FUND BALANCE**



The City's budgetary fund balance increased \$931,897 in fiscal year 2010 to an ending fund balance of \$11,861,101.

As of January 20, 2010, the City's general obligation bond rating from Moody's Investors Services remained at A3 and a new rating of AA was received from Standard & Poor's. Both of these ratings are considered relatively high and are a direct reflection of the City's excellent health.

The following financial statements and auditor's report depicts the strong fiscal health of the City.

Despite the challenging factors facing the state and national economies, the City of Rochester's fiscal health during the 2009-2010 fiscal year continued to be very positive.

Respectfully submitted,

Blaine M. Cox  
Finance Director

**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**Statement of Net Assets**  
June 30, 2010

	Primary Government		
	Governmental Activities	Business-type Activities	Total
<b>ASSETS</b>			
Current Assets:			
Cash and cash equivalents	\$ 23,232,600		\$ 23,232,600
Investments	12,385,216		12,385,216
Taxes receivable, net	1,480,930		1,480,930
Accounts receivable	897,403	\$ 2,835,169	3,732,572
Due from other governments	2,957,318	2,378,402	5,335,720
Internal balances	(1,532,365)	1,532,365	-
Deferred debt financing expense	40,909	9,025	49,934
Prepaid expenses	28,560	359	28,919
Inventory	21,315	265,134	286,449
Total Current Assets	<u>39,511,886</u>	<u>7,020,454</u>	<u>46,532,340</u>
Noncurrent Assets:			
Due from other governments		2,986,075	2,986,075
Tax deeded property	122,279		122,279
Deferred debt financing expense	156,794	34,589	191,383
Capital assets:			
Non-depreciable capital assets	13,251,220	12,581,836	25,833,056
Depreciable capital assets, net	<u>89,057,889</u>	<u>62,896,123</u>	<u>151,954,012</u>
Total Noncurrent Assets	<u>102,588,182</u>	<u>78,498,623</u>	<u>181,086,805</u>
Total Assets	<u>\$ 142,100,068</u>	<u>\$ 85,519,077</u>	<u>\$ 227,619,145</u>
<b>LIABILITIES</b>			
Current Liabilities:			
Accounts payable	\$ 2,598,033	\$ 933,501	\$ 3,531,534
Accrued expenses	5,361,145	930,899	6,292,044
Retainage payable	317,266	195,821	513,087
Deferred revenue	18,282,868	428,311	18,711,179
Deposits	714,609		714,609
Due to other governments	66,363	19,466	85,829
Deferred bond premium	14,286		14,286
Current portion of bonds payable	<u>5,515,980</u>	<u>2,480,623</u>	<u>7,996,603</u>
Total Current Liabilities	<u>32,870,550</u>	<u>4,988,621</u>	<u>37,859,171</u>
Noncurrent Liabilities:			
Deferred bond premium	139,906		139,906
Bonds payable	41,314,737	29,032,238	70,346,975
Other long-term obligations		4,738,271	4,738,271
Other post-employment benefits payable	1,271,450	148,341	1,419,791
Compensated absences payable	<u>869,214</u>		<u>869,214</u>
Total Noncurrent Liabilities	<u>43,595,307</u>	<u>33,918,850</u>	<u>77,514,157</u>
Total Liabilities	<u>76,465,857</u>	<u>38,907,471</u>	<u>115,373,328</u>
<b>NET ASSETS</b>			
Invested in capital assets, net of related debt	55,478,392	39,226,827	94,705,219
Restricted	841,800		841,800
Unrestricted	<u>9,314,019</u>	<u>7,384,779</u>	<u>16,698,798</u>
Total Net Assets	<u>65,634,211</u>	<u>46,611,606</u>	<u>112,245,817</u>
Total Net Assets and Liabilities	<u>\$ 142,100,068</u>	<u>\$ 85,519,077</u>	<u>\$ 227,619,145</u>

**CITY OF ROCHESTER, NEW HAMPSHIRE**

**Statement of Activities**

For the Year Ended June 30, 2010

Functions/Programs	Expenses	Program Revenues			Net (Expense) Revenue and Changes in Net Assets		
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Primary Government Business-type Activities	Total
<b>Governmental Activities:</b>							
General government	\$ 3,751,030	\$ 22,484	\$ 20,827		\$ (3,707,719)	\$	\$ (3,707,719)
Public safety	11,667,923	417,820	783,982		(10,466,121)		(10,466,121)
Highways and streets	5,821,523	85,388	529,807	\$ 1,060,657	(4,145,671)		(4,145,671)
Health and welfare	382,543				(382,543)		(382,543)
Culture and recreation	1,741,908	183,047			(1,558,861)		(1,558,861)
Conservation				843,130	843,130		843,130
Community development	1,345,903		1,017,505		(328,398)		(328,398)
Community services	771,010	651,043			(119,967)		(119,967)
Education	55,496,059	24,791	29,213,775		(26,257,493)		(26,257,493)
Food service	1,710,178	826,793	935,406		52,021		52,021
Debt service	1,998,883			1,285,886	(712,997)		(712,997)
Intergovernmental	5,567,792				(5,567,792)		(5,567,792)
Total governmental activities	90,254,752	2,211,366	32,501,302	3,189,673	(52,352,411)	\$	(52,352,411)
<b>Business-type activities:</b>							
Sewer	4,002,559	5,073,144		158,745		1,229,330	1,229,330
Water	3,171,953	3,409,036		133,965		371,048	371,048
Nonmajor enterprise fund	379,130	405,737				26,607	26,607
Total business-type activities	7,553,642	8,887,917		292,710		1,626,985	1,626,985
Total primary government	\$ 97,808,394	\$ 11,099,283	\$ 32,501,302	\$ 3,482,383	(52,352,411)		(50,725,426)
<b>General revenues:</b>							
Property and other taxes					47,341,698		47,341,698
Licenses and permits					3,946,068		3,946,068
Grants and contributions:							
Rooms and meals tax distribution					1,376,931		1,376,931
Interest and investment earnings					425,302	21,250	446,552
Miscellaneous					3,670,314	229,150	3,899,464
Transfers					3,828	(3,828)	-
Total general revenues and transfers					56,764,141	246,572	57,010,713
Change in net assets					4,411,730	1,873,557	6,285,287
Net assets - beginning					61,222,481	44,738,049	105,960,530
Net assets - ending					\$ 65,634,211	\$ 46,611,606	\$ 112,245,817



**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**Balance Sheet**  
**Governmental Funds**  
June 30, 2010

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>ASSETS</b>			
Cash and cash equivalents	\$ 23,148,096	\$ 84,504	\$ 23,232,600
Investments	12,323,825	61,391	12,385,216
Taxes receivable, net	1,480,930		1,480,930
Accounts receivable	393,969	503,434	897,403
Due from other governments		2,957,318	2,957,318
Due from other funds	2,563,835	1,889,254	4,453,089
Prepaid expenses	28,560		28,560
Inventory	9,606	11,709	21,315
Tax deeded property	122,279		122,279
Total Assets	<u>\$ 40,071,100</u>	<u>\$ 5,507,610</u>	<u>\$ 45,578,710</u>
<b>LIABILITIES</b>			
Accounts payable	\$ 1,383,288	\$ 1,214,745	\$ 2,598,033
Accrued expenses	4,560,742	15,012	4,575,754
Retainage payable		317,266	317,266
Deferred revenue	19,331,057	356,967	19,688,024
Deposits	714,609		714,609
Due to other governments	66,363		66,363
Due to other funds	3,559,096	2,426,358	5,985,454
Total Liabilities	<u>29,615,155</u>	<u>4,330,348</u>	<u>33,945,503</u>
<b>FUND BALANCES</b>			
Reserved for endowments		45,501	45,501
Reserved for prepaid expenses	28,560		28,560
Reserved for inventory	9,606	11,709	21,315
Reserved for tax deeded property	122,279		122,279
Reserved for special purposes	20,000		20,000
Unreserved (deficit) reported in:			
General fund	10,275,500		10,275,500
Special revenue funds		1,930,245	1,930,245
Capital projects funds		(826,083)	(826,083)
Permanent funds		15,890	15,890
Total Fund Balances	<u>10,455,945</u>	<u>1,177,262</u>	<u>11,633,207</u>
Total Liabilities and Fund Balances	<u>\$ 40,071,100</u>	<u>\$ 5,507,610</u>	
Amounts reported for governmental activities in the statement of net assets are different because:			
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds			102,309,109
Property taxes are recognized on an accrual basis in the statement of net assets, not the modified accrual basis			1,405,156
Deferred debt expense is recognized on an accrual basis in the statement of net assets, not the modified accrual basis			197,703
Deferred bond premiums are recognized on an accrual basis in the statement of net assets, not the modified accrual basis			(154,192)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds. Long-term liabilities at year end consist of:			
Bonds payable			(46,830,717)
Other post-employment benefits			(1,271,450)
Compensated absences			(869,214)
Accrued interest on long-term obligations			(785,391)
Net assets of governmental activities			<u>\$ 65,634,211</u>

CITY OF ROCHESTER, NEW HAMPSHIRE

Statement of Revenues, Expenditures and Changes in Fund Balances  
Governmental Funds  
For the Year Ended June 30, 2010

	General Fund	Nonmajor Governmental Funds	Total Governmental Funds
<b>Revenues:</b>			
Taxes	\$ 47,233,306		\$ 47,233,306
Licenses and permits	3,946,068		3,946,068
Intergovernmental	28,054,786		36,224,776
Charges for services	708,739	\$ 8,169,990	2,211,366
Investment income	420,078	5,224	425,302
Miscellaneous	2,917,664	752,650	3,670,314
Total Revenues	<u>83,280,641</u>	<u>10,430,491</u>	<u>93,711,132</u>
<b>Expenditures:</b>			
Current operations:			
General government	3,443,161	40	3,443,201
Public safety	10,583,529	440,849	11,024,378
Highways and streets	2,428,890		2,428,890
Health and welfare	380,075	278	380,353
Culture and recreation	1,663,456	3,976	1,667,432
Community development	173,470	1,241,668	1,415,138
Community services		691,739	691,739
Education	49,377,989	4,863,116	54,241,105
Food service		1,704,353	1,704,353
Capital outlay		5,701,572	5,701,572
Debt service:			
Principal retirement	5,418,622		5,418,622
Interest and fiscal charges	1,954,859		1,954,859
Intergovernmental	5,567,792		5,567,792
Total Expenditures	<u>80,991,843</u>	<u>14,647,591</u>	<u>95,639,434</u>
Excess of revenues over (under) expenditures	<u>2,288,798</u>	<u>(4,217,100)</u>	<u>(1,928,302)</u>
<b>Other financing sources (uses):</b>			
Proceeds from bond issuances		5,068,012	5,068,012
Transfers in	394,131	1,910,757	2,304,888
Transfers out	(1,859,424)	(441,636)	(2,301,060)
Total other financing sources (uses)	<u>(1,465,293)</u>	<u>6,537,133</u>	<u>5,071,840</u>
Net change in fund balances	823,505	2,320,033	3,143,538
Fund balances (deficit) at beginning of year	<u>9,632,440</u>	<u>(1,142,771)</u>	<u>8,489,669</u>
Fund balances (deficit) at end of year	<u>\$ 10,455,945</u>	<u>\$ 1,177,262</u>	<u>\$ 11,633,207</u>

CITY OF ROCHESTER, NEW HAMPSHIRE  
Reconciliation of the Statement of Revenues, Expenditures  
and Changes in Fund Balances of Governmental Funds  
to the Statement of Activities  
For the Year Ended June 30, 2010

New Change in Fund Balances--Total Governmental Funds	\$ 3,143,538
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities, the cost of those assets is allocated over their estimated useful lives as depreciation expense. This is the amount by which capital outlays exceeded depreciation in the current period.	644,827
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds.	951,572
Proceeds from bond issues are other financing sources in the funds, but bond issues increase long-term liabilities in the statement of net assets.	(5,068,012)
Repayment of bond principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net assets.	5,418,622
In the statement of activities, deferred debt financing expense and deferred debt bond premiums are amortized and included with interest expense.	(67,194)
In the statement of activities, interest is accrued on outstanding bonds, whereas in governmental funds, an interest expenditure is reported when due.	23,170
Some expenses reported in the statement of activities, such as compensated absences and other post-employment benefits do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.	(634,743)
Change in Net Assets of Governmental Activities	<u>\$ 4,411,730</u>

CITY OF ROCHESTER, NEW HAMPSHIRE  
Statement of Net Assets  
Proprietary Funds  
June 30, 2010

	Business-type Activities			
	Sewer Fund	Water Fund	Nonmajor Enterprise Fund	Totals
<b>ASSETS</b>				
Current Assets:				
Accounts receivable	\$ 1,766,532	\$ 1,064,724	\$ 3,913	\$ 2,835,169
Due from other governments	1,303,873	1,074,529		2,378,402
Due from other funds	1,066,957	622,112		1,689,069
Deferred debt financing expense	4,915	4,110		9,025
Prepaid expenses		359		359
Inventory		265,134		265,134
Total Current Assets	<u>4,142,277</u>	<u>3,030,968</u>	<u>3,913</u>	<u>7,177,158</u>
Noncurrent Assets:				
Due from other governments	2,986,075			2,986,075
Deferred debt financing expense	18,836	15,753		34,589
Capital assets:				
Non-depreciable capital assets	4,187,701	8,091,375	302,760	12,581,836
Depreciable capital assets, net	<u>40,269,371</u>	<u>21,649,590</u>	<u>977,162</u>	<u>62,896,123</u>
Total Noncurrent Assets	<u>47,461,983</u>	<u>29,756,718</u>	<u>1,279,922</u>	<u>78,498,623</u>
Total Assets	<u>\$ 51,604,260</u>	<u>\$ 32,787,686</u>	<u>\$ 1,283,835</u>	<u>\$ 85,675,781</u>
<b>LIABILITIES</b>				
Current Liabilities:				
Accounts payable	\$ 161,335	\$ 692,309	\$ 79,857	\$ 933,501
Accrued expenses	664,706	240,632	25,561	930,899
Retainage payable	54,091	141,730		195,821
Deferred revenue	426,579		1,732	428,311
Due to other governments	5,231	14,235		19,466
Due to other funds		19,227	137,477	156,704
Current portion of bonds payable	<u>1,574,510</u>	<u>836,614</u>	<u>69,499</u>	<u>2,480,623</u>
Total Current Liabilities	<u>2,886,452</u>	<u>1,944,747</u>	<u>314,126</u>	<u>5,145,325</u>
Noncurrent Liabilities:				
Bonds payable	17,690,137	10,630,357	711,744	29,032,238
Other long-term obligations	1,063,421	3,674,850		4,738,271
Other post-employment benefits payable	<u>71,917</u>	<u>69,068</u>	<u>7,356</u>	<u>148,341</u>
Total Noncurrent Liabilities	<u>18,825,475</u>	<u>14,374,275</u>	<u>719,100</u>	<u>33,918,850</u>
Total Liabilities	<u>21,711,927</u>	<u>16,319,022</u>	<u>1,033,226</u>	<u>39,064,175</u>
<b>NET ASSETS</b>				
Invested in capital assets, net of related debt	24,129,004	14,599,144	498,679	39,226,827
Unrestricted (deficit)	<u>5,763,329</u>	<u>1,869,520</u>	<u>(248,070)</u>	<u>7,384,779</u>
Total Net Assets	<u>29,892,333</u>	<u>16,468,664</u>	<u>250,609</u>	<u>46,611,606</u>
Total Liabilities and Net Assets	<u>\$ 51,604,260</u>	<u>\$ 32,787,686</u>	<u>\$ 1,283,835</u>	<u>\$ 85,675,781</u>

**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**Statement of Revenues, Expenses and Changes in Net Assets**  
**Proprietary Funds**  
For the Year Ended June 30, 2010

	Business-type Activities			Totals
	Sewer Fund	Water Fund	Nonmajor Enterprise Fund	
Operating revenues:				
Charges for services	\$ 5,073,144	\$ 3,409,036	\$ 405,737	\$ 8,887,917
Miscellaneous	171,285	52,865	5,000	229,150
Total operating revenues	<u>5,244,429</u>	<u>3,461,901</u>	<u>410,737</u>	<u>9,117,067</u>
Operating expenses:				
Personnel services	1,115,474	1,186,626	174,481	2,476,581
Materials and supplies	394,785	374,377	10,678	779,840
Utilities	429,746	154,517	84,087	668,350
Depreciation	1,005,710	891,506	44,609	1,941,825
Miscellaneous	269,639	210,376	29,574	509,589
Total operating expenses	<u>3,215,354</u>	<u>2,817,402</u>	<u>343,429</u>	<u>6,376,185</u>
Operating income	<u>2,029,075</u>	<u>644,499</u>	<u>67,308</u>	<u>2,740,882</u>
Non-operating revenues (expenses):				
Interest revenue	10,000	10,000	1,250	21,250
Interest expense	(787,205)	(354,551)	(35,701)	(1,177,457)
Net non-operating revenues (expenses)	<u>(777,205)</u>	<u>(344,551)</u>	<u>(34,451)</u>	<u>(1,156,207)</u>
Income before capital contributions and transfers	1,251,870	299,948	32,857	1,584,675
Capital contributions	158,745	133,965		292,710
Transfers out	<u>(1,914)</u>	<u>(1,914)</u>		<u>(3,828)</u>
Change in net assets	1,408,701	431,999	32,857	1,873,557
Total net assets at beginning of year	<u>28,483,632</u>	<u>16,036,665</u>	<u>217,752</u>	<u>44,738,049</u>
Total net assets at end of year	<u>\$ 29,892,333</u>	<u>\$ 16,468,664</u>	<u>\$ 250,609</u>	<u>\$ 46,611,606</u>



**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**Statement of Cash Flows**  
**Proprietary Funds**  
**For the Year Ended June 30, 2010**

	Business-type Activities			
	Sewer Fund	Water Fund	Nonmajor Enterprise Fund	Totals
<b>Cash flows from operating activities:</b>				
Cash received from customers	\$ 5,084,005	\$ 3,395,321	\$ 418,718	\$ 8,898,044
Other operating cash receipts	14,623	80		14,703
Cash paid to suppliers	(1,391,680)	(995,407)	(174,490)	(2,561,577)
Cash paid to employees	(770,067)	(819,094)	(124,865)	(1,714,026)
Net cash provided by operating activities	<u>2,936,881</u>	<u>1,580,900</u>	<u>119,363</u>	<u>4,637,144</u>
<b>Cash flows from noncapital financing activities:</b>				
Transfer to other funds	(1,914)	(1,914)		(3,828)
Net cash (used) for noncapital financing activities	<u>(1,914)</u>	<u>(1,914)</u>	<u>-</u>	<u>(3,828)</u>
<b>Cash flows from capital and related financing activities:</b>				
Purchases of capital assets	(987,891)	(3,108,306)	(171,920)	(4,268,117)
Proceeds from long-term debt	1,308,380	4,988,541	33,361	6,330,282
Principal paid on long-term debt	(1,605,136)	(645,205)	(67,765)	(2,318,106)
Interest paid on long-term debt	(795,516)	(345,015)	(36,345)	(1,176,876)
Capital contributions	453,023	114,500		567,523
Net cash provided (used) for capital and related financing activities	<u>(1,627,140)</u>	<u>1,004,515</u>	<u>(242,669)</u>	<u>(865,294)</u>
<b>Cash flows from investing activities:</b>				
Interest on investments	10,000	10,000	1,250	21,250
Net cash provided by investing activities	<u>10,000</u>	<u>10,000</u>	<u>1,250</u>	<u>21,250</u>
Net increase (decrease) in cash and cash equivalents	1,317,827	2,593,501	(122,056)	3,789,272
Cash and cash equivalents (deficiency) at beginning of year	(250,879)	(1,990,616)	(15,421)	(2,256,907)
Cash and cash equivalents (deficiency) at end of year	<u>\$ 1,066,957</u>	<u>\$ 602,885</u>	<u>\$ (137,477)</u>	<u>\$ 1,532,365</u>
<b>Reconciliation of operating income to net cash provided by operating activities:</b>				
Operating income	\$ 2,029,075	\$ 644,499	\$ 67,308	\$ 2,740,882
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation expense	1,005,710	891,506	44,609	1,941,825
Changes in assets and liabilities:				
Accounts receivable	(121,005)	(66,580)	7,981	(179,604)
Due from other governments	(14,623)	80		(14,543)
Prepaid expenses		11,238		11,238
Inventory		(16,595)		(16,595)
Accounts payable	(261)	61,798	(5,761)	55,776
Accrued expenses	5,673	4,907	1,410	11,990
Deferred revenue	(10,173)			(10,173)
Due to other governments	5,231	14,235		19,466
Other post-employment benefits payable	37,254	35,812	3,816	76,882
Net cash provided by operating activities	<u>\$ 2,936,881</u>	<u>\$ 1,580,900</u>	<u>\$ 119,363</u>	<u>\$ 4,637,144</u>
<b>Non-cash transactions affecting financial position:</b>				
Capital asset additions included in year end liabilities	\$ 183,094	\$ 715,834	\$ 78,867	\$ 977,795
Capitalized construction interest	3,844			3,844
Principal forgiveness on debt		19,465		19,465
Amortization on deferred debt financing	9,933	8,306		18,239
	<u>\$ 196,871</u>	<u>\$ 743,605</u>	<u>\$ 78,867</u>	<u>\$ 1,019,343</u>

EXHIBIT H  
CITY OF ROCHESTER, NEW HAMPSHIRE  
Statement of Fiduciary Net Assets  
Fiduciary Funds  
June 30, 2010

	Private- Purpose <u>Trust Funds</u>	Agency <u>Funds</u>
<b>ASSETS</b>		
Cash and cash equivalents	\$ 40,966	\$ 173,678
Investments	<u>1,563,120</u>	<u></u>
Total Assets	<u>\$ 1,604,086</u>	<u>\$ 173,678</u>
<b>LIABILITIES</b>		
Due to student groups	<u></u>	<u>\$ 173,678</u>
Total Liabilities	<u>\$ -</u>	<u>\$ 173,678</u>
<b>NET ASSETS</b>		
Held in trust	<u>1,604,086</u>	
Total Net Assets	<u>\$ 1,604,086</u>	

**CITY OF ROCHESTER, NEW HAMPSHIRE**  
**Statement of Changes in Fiduciary Net Assets**  
**Fiduciary Funds**  
For the Year Ended June 30, 2010

	Private- Purpose <u>Trust Funds</u>
ADDITIONS:	
Contributions:	
Private donations	\$ 7,922
Total Contributions	<u>7,922</u>
Investment earnings:	
Investment income	28,576
Net increase in the fair value of investments	<u>98,571</u>
Total Investment Earnings	<u>127,147</u>
Less: Investment expense	-
Net Investment Earnings	<u>127,147</u>
Total Additions	<u>135,069</u>
DEDUCTIONS:	
Benefits	<u>36,192</u>
Total Deductions	<u>36,192</u>
Change in Net Assets	98,877
Net assets - beginning of year	<u>1,505,209</u>
Net assets - end of year	<u>\$ 1,604,086</u>

## **REPORT OF THE FIRE DEPARTMENT 2009-2010**

The primary mission of the Rochester Fire Department is to provide a range of programs designed to protect and maintain the quality of life within the City of Rochester through Fire Prevention, Fire Suppression and Rescue activities.

### **ORGANIZATION**

The City of Rochester Fire Department is a 63-member "combination" organization providing fire, rescue, and public assistance to the Rochester, East Rochester and Gonic sections of this community.

The department serves a community with an estimated population of 32,000 residents in a 49.2 square mile area from two fire stations which are covered 24/7.

The Chief of the Fire Department reports to the Rochester City Manager under the City Manager form of government.

On behalf of the 63 men and women of the Rochester Fire Department, it gives me great pleasure to submit our 2009-2010 annual report. Our department is operated by dedicated individuals who are committed to enhancing community safety and the quality of life in the City of Rochester.

Increasing the City of Rochester's preparedness for large-scale emergencies continues to be our focus throughout the year. Our work continues in areas such as emergency shelter capabilities, interoperable communications and Public Health.

This report cannot possibly speak to all of the firefighters efforts but does represent an overview of some of their accomplishments.

The Fire Department's operations and fire prevention personnel work very hard to keep this community and all of its citizens safe. When any emergency or non-emergency incident occurs, the citizens of Rochester can count on our firefighters to mitigate any situation that may arise.

### **TRAINING**

Training is a constant, ongoing process within the daily operations for all firefighters. Educational focus within our department covers firefighting and suppression techniques, emergency medical service practices, special rescue and response techniques as well as management level programs. Trainings include both hands-on practical and classroom sessions to maintain the highest level of services possible to the citizens of Rochester.



## FIRE PREVENTION

The Rochester Fire Department Fire Prevention Bureau is tasked with countless activities to ensure the public is safe from the potential of fire and natural disasters within the city limits. These activities include but are not limited to building inspections, fire code enforcement, preplanning existing buildings, plan reviews of new facilities, fire alarm acceptance testing, fire drills, sprinkler plan reviews, sprinkler acceptance testing, fire extinguisher training, public education, fire cause and origin determination, incident reporting, underground tank removal and installation tracking, city ordinance compliance, public relations, and numerous other related activities.

In addition to all these fire prevention related activities, the Fire Prevention Bureau also responds to structure fires, hazardous materials incidents, major vehicle accidents, and weather related incidents among other things. For the fiscal year 2009-10 the Fire Prevention Bureau attended or assisted in 42 structure fires, 30 of which were residential structures.

Nearly 28% of all these fires started in the kitchen. 10% started in the chimney and nearly 8% started in a common room such as a family room, living room or den.

Out of the 42 structure fires that the Fire Department responded to 10% were controlled by an automatic sprinkler system.

The Fire Prevention Bureau uses this information to determine where the risks in our community are and work towards improving fire safety education in the areas of high risk, which will include kitchen and appliance safety, as well as annual maintenance of furnaces, woodstoves and chimneys.

In addition to risk assessment, the Fire Prevention Bureau also investigates all fires within the city to help determine the cause and effect of fires. Of course the investigations reveal incendiary fires in which prosecution is the ultimate result; however, in accidental fires the intent is to examine the cause to determine the trends and risks within the city. Determining these causes helps our department to focus on the areas of highest concern in Rochester.

Plans reviews for new facilities and businesses are also ongoing with a slight increase since last year. Many of these buildings will be including sprinklers and fire alarm systems that will enhance the overall safety of the citizens of Rochester as well as helping to decrease the potential for significant fire losses, which in turn helps to reduce department costs.

The Fire Prevention Bureau has also successfully requested federal assistance to install sprinklers in our own Central Fire Station. This system will enhance the safety of the city firefighters as well as reducing the risk of a large loss fire in a city building that contains millions of dollars of equipment, that if lost could render the city without fire services for a significant period of time. The system is currently being installed and should be operational by October of this year.

Overall the Fire Prevention Bureau of the Rochester Fire Department continues to move forward in fire prevention efforts both internally with code education and externally with public fire safety education. It is our goal to refine our information systems and data entry to better define the risks and problems within the City of Rochester. With the improved data, the Fire Department will

have a better understanding of the hazards within the city and how best to cope with them in the future. We look forward to improving the safety within the community.

#### MAJOR ACCOMPLISHMENTS

- Conducted a POD (Point of Distribution Drill) to test our Public Health System
- Conducted Officer testing for Captain and Lieutenants positions.
- Revised and updated apparatus replacement plan
- Awarded a grant to install a fire sprinkler system in Station 1

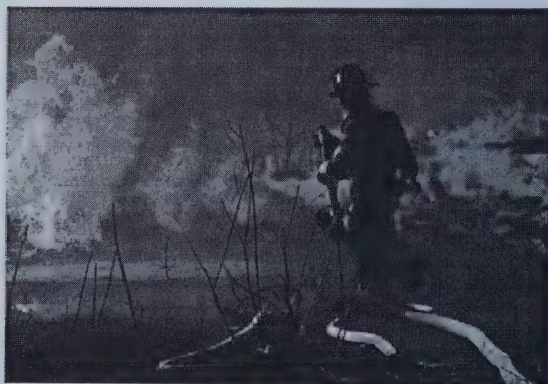
The critical factor in any fire departments calls for service is firefighters and fire officers. They will be the first contact the citizens will have at an emergency call. What they do and how they perform will be what is remembered. We are very fortunate to have a dedicated, caring staff at all levels who deliver outstanding service.

Our members continue to take pride in the quality of fire and emergency protection the department delivers to the citizens of Rochester. I continue to be extremely proud of the men and women of the department who put their lives on the line every day to make our community a truly safe place to live.

I would like to extend my thanks to the Mayor, City Council and City Manager for their continued support of the fire department. With their support we continue to be an outstanding organization, which is well respected throughout this community.

Respectfully submitted,

Norman Sanborn, Jr.  
Chief of Department



## FIRE DEPARTMENT RESPONSE ACTIVITY

### *EMERGENCY RESPONSE CALLS*

*FY '10*

Fire, other	1
Building Fire	21
Cooking fire, confined to container	9
Chimney fire	4
Fuel burner/boiler malfunction	4
Trash or rubbish fire	3
Fire in mobile home	7
Passenger vehicle fire	8
Brush fire	29
Outside rubbish fire	1
Outside rubbish, trash or waste fire	5
Special outside fire	3
Medical assist, assist EMS crew	330
Emergency medical service, other	3
EMS call, excluding vehicle accident with injury	71
Vehicle accident with injuries	143
Motor vehicle/pedestrian accident	9
Motor vehicle accident with no injuries	140
Lock-in	2
Extrication of victim from vehicle	2
Removal of victim(s) from stalled elevator	3
Hazardous condition	44
Gasoline or other flammable liquid spill	21
Gas leak (natural gas or LPG)	26
Chemical spill, leak, hazard, oil spill	5
Carbon monoxide incident	9
Electrical wiring/equipment problem	13
Light ballast breakdown	1
Power line down	61
Arching, shorted electrical equipment	28
Accident, potential accident	2
Building or structure weakened or collapsed	3
Vehicle accident, general cleanup	85
Attempted burning	1
Service call	42
Lockout	45
Water problem	52
Water evacuation	12
Water or steam leak	11
Animal rescue	1
Public service assistance	3
Assist police	17

Assist invalid	9
Unauthorized burning	46
Cover assignment	42
Good intent calls	123
No incident found on arrival at dispatch address	19
Authorized controlled burning	8
Smoke scare, odor of smoke	42
Steam, vapor, fog or dust thought to be smoke	1
EMS call, party transported by non-fire agency	19
Hazmat Investigation w/no hazmat	1
False alarm or false call	3
Malicious, mischievous false call	2
Municipal alarm system, malicious false alarm	2
System malfunction	9
Sprinkler activation-no fire-malfunction	3
Smoke detector activation due to malfunction	26
Alarm system sounded due to malfunction	115
CO detector activation due to malfunction	21
Unintentional transmission of alarm, other	1
Sprinkler activation, no fire-unintentional	1
Smoke detector activation, no fire-unintentional	17
Alarm system sounded, no fire, unintentional	98
Carbon monoxide detector activation, no CO	17
Severe weather, wind storm	3
Lightening strike-no fire	4
 Citizen complaint	 2
Flood Assessment	2
Overpressure rupture of steam pipe	2
Explosion (no fire)	2
Search for person in water	1
Confined space rescue	1
Swift water rescue	1
Trapped by power lines	1
Oil or other combustible liquid spill	13
Smoke or odor removal	1
Public Service	2
Barbecue, tar kettle	1
Bomb Scare, no bomb	4
Severe weather or natural disaster standby	2

**TOTAL**

**1947**

**NON-EMERGENCY ACTIVITY****FY '10**

Building inspection	108
Certificate of Occupancy	24
Campfire Inspections	94
Commercial Hood Inspection	62
Day Care Inspections	11
Fire Alarm System Tests	26
Fire Drills	70
Fire Extinguisher Classes	5
Fire Investigations	14
Fire Prevention Education	65
Foster Home Inspections	31
Juvenile Firesetter Intervention	5
Knox Box Inspections	365
Meetings	238
Permits of Assembly	67
Plan Reviews	25
Pre-construction Meetings	18
Shift Building Inspections	32
Site Reviews	19
Sprinkler Flow Tests	35
Training Sessions	321
Walk-through Inspections	71
Wood Stove Inspections	8

**TOTAL****1714**



**REPORT OF THE LEGAL DEPARTMENT**  
**2009-2010**

The following is a report of the activities of the office of the City Attorney for the year beginning July 1, 2009 and ending on June 30, 2010:

During the fiscal year 2009-2010, the following cases involving the City of Rochester were concluded:

1. City of Rochester v. James Corpening and George Blaisdell / Strafford Docket #04-E-0032; N.H. Supreme Court Docket #2005-0389 and #2005-0638.

In addition to the above cases, as of June 30, 2010, the following actions involving the City of Rochester were pending in various New Hampshire and Federal Courts:

1. City of Rochester v. Rennelda Trust, George Blaisdell and Clay Phalen/Strafford Docket # 08-E-0117;
2. City of Rochester v. Albert Blaisdell and George Blaisdell / Strafford Docket #219-2010-CV-00338;
3. Franklin Goodale Torr and Ann M. Torr v. Cecilia Torr and the City of Rochester / Strafford Docket #219-2010-CV-00421.

It should be noted that the above listing of cases does not include various bankruptcy proceedings pending in various U.S. District Courts across the United States in which the City of Rochester has filed proofs of claims and/or other pleadings with regard to the City's various interests in such bankruptcy estates, workers compensation proceedings, and various litigation in which the City is, or was, represented by counsel provided through the City's various liability carriers, or counsel retained on an individual case basis.

The office of the City Attorney also provided representation to the City in numerous matters before the New Hampshire courts with respect to cases in which the City was a party, as well as before various administrative agencies when necessary. In addition, the City Attorney attended Council meetings, as well as meetings of Council committees and other City boards and commissions upon request. Legal opinions and advice were provided to the City Manager, Mayor, City Council, Department Heads and various boards and commissions of the City upon request. Legal instruments, including deeds, leases, contracts, ordinances, and amendments to ordinances, resolutions and other

similar documents were drafted and reviewed as required during the year and representation of the City was provided with regard to the acquisition and disposition of real estate, as well as the negotiation of various disputes and the drafting and review of agreements for numerous purposes.

Respectfully submitted,

Danford J. Wensley  
City Solicitor

## REPORT OF THE ROCHESTER PUBLIC LIBRARY 2009-2010

Make a Splash....Read! This year's Summer Reading Program theme for children perfectly captures the Rochester Public Library's successful year. The Library did indeed "make a splash" this year with circulation reaching a new record high of 272,222 items borrowed by the public, a 5% increase from last year's total of 259,314.

Most impressive was increased borrowing by adults of print fiction books, up 7% from last year to 50,804. Despite the many daily demands on everyone's time and the many other entertainment options available, including e-books, many of our residents took the time to curl up with a good novel. Print fiction is alive and well in Rochester.

Equally impressive was use of the Library's technology resources. The number of visits to the Library's web site jumped 10% to 84,833, with over one quarter of a million page views. The Library's subscription databases were searched 19,033 times.

Our rapidly growing downloadable audio book service and recently initiated downloadable e-book access resulted in 3,389 books circulated through the year. It's anticipated that e-books will become increasingly popular for many of our residents.

The ability of our residents to access the Internet within the Rochester Public Library continued to be an essential Library service throughout the year. In total, there were 13,671 users of the 6 Public Internet PCs on the Library's Main Floor, an 80% overall utilization rate of time available.

In addition to use of the Public Internet PCs, the Library's role as the Rochester community's wireless hotspot for laptop Internet access continues to be increasingly important. During the year, 8,166 laptop logins by the public occurred within our library building. For many residents and visitors, wireless Internet access is essential to their daily lives and daily work routines. Our Library meets that need.

Attendance at numerous library programs contributed to this year's total of 161,611 visitors entering our building during the twelve month period. The major programming event each year is our Children's Summer Reading Program, and this year's "Make a Splash....Read!" theme had 504 registered children, reading 6,821 books.

The other big programming event each year is the annual Rochester Public Library Photography Show. This year's 28<sup>th</sup> annual event featured over 125 entries. The May 26<sup>th</sup> reception for winners, families, and friends brought 75 people to the Library.

There were also special summer reading programs for teens and adults. The Young Adult "Make Waves At Your Library" theme enticed 42 teens into the program this year, while the adult "write a review" program generated 40 written book reviews by the participants, all posted in the public area for others to read, get ideas, and be inspired.

In September, another successful volunteer Knit-a-Thon event took place, to provide sweaters, hats, and other clothing items for the homeless. Many local knitting enthusiasts attended knitting workshops held at the Library following this kick-off event.

The Library's annual October Book Sale attracted many buyers, and raised a record \$2,680 for the purchase of new books. Members of the Friends of the Library and Library Trustees volunteered their time to help in set-up and to help staff the sales table. In addition, a daily ongoing book sale is held at the Library throughout the year. All revenue generated by these sales is used to buy more books for the Library's collection.

The holiday season again brought the Library's very popular Wreath Making Workshop to our residents, held in the Library's Community Room in December, with volunteer assistance on hand, courtesy of Studley's Flower Garden.

From January to April 15, the Library once again offered meeting space to AARP's volunteer tax preparers, to assist our residents with their tax returns. The Library again provided the many IRS tax forms needed by those filing returns.

Also starting in January, the United States Census Bureau began holding a series of training sessions in the Library's Community Room for 2010 Census workers. This training and other local census work occurred 35 times here at the Library until their final summer wrap-up. Afterward, the Rochester Public Library was recognized by the Census Bureau for accommodating this "every ten years" special project.

The number of Library cardholders reached a new high of 27,576 cardholders by the end of June with 1,583 new Library cards issued during the year. To provide all Library cardholders with new books and other items, Library staff members selected, ordered, processed, and added 6,890 titles to the Library's collection during the year.

Through the warm weather months, Elf's Garden Center, as a City Adopt-a-Spot volunteer, developed and maintained an attractive flower garden on Library grounds.

Finally, an important Public Works project to renovate the one hundred year old windows in the historic 1905 portion of the library building reached fruition this year through the support of City Council, the City Manager, the PW Commissioner, and our residents and taxpayers, preserving those noteworthy windows for another hundred years.

All of the mentioned library successes this year and other countless day-to-day successes wouldn't be possible without a dedicated and talented staff and our supportive Library Trustees. Rochester Public Library is fortunate to have dedicated individuals who make good things happen for our library patrons and for the City of Rochester.

Respectfully submitted,

John Fuchs  
Library Director



Rochester Public Library



**ROCHESTER PUBLIC LIBRARY**  
**FISCAL YEAR 2010**

**LIBRARY STATISTICS**

Total Items Circulated	272,222
Library Collection	97,531
Library Visitors	161,611
Public Service Hours	2,971
Library Cardholders	27,576
New Library Cards Issued	1,583
Public Internet PC Users	13,671
Wi-Fi Laptop Logins	8,166
Library Web Site Visits	84,833
Subscription Database Use	19,033
Research Question Assistance	14,963
Programs Presented	203
Program Attendance	6,025

**ROCHESTER PUBLIC LIBRARY**  
**FISCAL YEAR 2010**

**INCOME**

City of Rochester Operating Budget	\$1,000,703
Trust Fund	\$ 6,448
Fines, Gifts, Book Sale	\$ 38,496
Revenue For City General Fund	\$ 16,963
Total Income	\$1,062,610
Trust Fund Balance 7/1/09	\$ 35,363
Special Fund Balance 7/1/09	\$ 8,783
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	\$1,106,756

## ROCHESTER PUBLIC LIBRARY

### *FISCAL YEAR 2010*

#### EXPENDITURES

Personnel Compensation	\$ 628,073
Benefits	\$ 171,174
Insurance	\$ 9,782
Staff Development/Travel	\$ 2,735
Supplies	\$ 20,150
Library Materials, City Fund	\$ 68,171
Library Materials, Special Fund	\$ 39,168
Library Materials, Trust Fund	\$ 845
Software Maintenance	\$ 5,682
Equipment	\$ 1,838
Equipment Maintenance	\$ 18,508
Electronic Services	\$ 9,859
Utilities	\$ 32,678
Postage	\$ 3,752
Dues	\$ 1,263
Programming	\$ 4,633
Legal	\$ 4,602
Miscellaneous, City Fund	\$ 0
Miscellaneous, Special Fund	\$ 175
Miscellaneous, Trust Fund	\$ 0
Transfer To City General Fund	\$ 16,963
Total Expenditures	\$1,040,051
Operating Budget Balance 6/30/10	\$ 17,803
Trust Fund Balance 6/30/10	\$ 40,966
Special Fund Balance 6/30/10	\$ 7,936
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	\$1,106,756

<b>REPORT OF THE MIS DEPARTMENT</b> <b>2009 - 2010</b>
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## **COMPUTERS AND NETWORKING**

MIS continued support of City operations in FY10. MIS support includes the Local Area Networks (LAN), Wide Area Networks (WAN) and the Institutional Network (I-NET) with all types of user administration, data maintenance and backup, virus prevention, network and personal computer (PC) hardware repairs, upgrades and maintenance, software installation, training and research and development of computer aided procedures.

FY10 contained network cabling projects at several locations including the installation and configuration of new or replacement network devices.

The primary responsibility for voice communications and City telephone systems is also under MIS. This includes all related hardware, software, voicemail, auto attendants, cabling, configuration and being the contact with various communications vendors.

MIS does much of the management for the Business System including hardware support, user administration, software upgrades and patches from the vendor. During FY10 a major release upgrade to the existing system was done.

The I-NET upgrade from the Franchise Agreement allowed expansion of the central telephone system in FY10 to include the Arena, the Gonic Fire Station and the Wastewater Treatment Facility. This allows for common extension numbering and voicemail boxes within the City.

The City of Rochester, NH has its website at <http://www.rochesternh.net> and MIS is also involved with separate sites for the Police Department (<http://www.rochesterpd.org>) and Fire Department (<http://www.rochfd.org>).

## **ROCHESTER GOVERNMENT CHANNEL**

The Rochester Government Channel (RGC) is Channel 26 on Metrocast Cablevision. In FY10 the RGC continued to follow its mission statement by the cablecast of live City Council, Planning Board, Police Commission and School Board Meetings as well as other special meetings and events as needed. FY10 special events included a town meeting with Carol Shea-Porter, a candidates forum for the 2009 Mayor & City Council elections and live election night coverage.

Meetings and events are also recorded and most are replayed several times. There are some other meetings that have been recorded as another source for clerks to use in preparing the minutes from those meetings. In most cases the non-cablecast meetings have a volunteer that works as the camera operator.

In FY10 a new video server was installed. By implementing this new play back system, the channel has increased its ability to show original programming throughout the week. A feature within

this system has also allowed the schedule to be automatically displayed on the City website. The main PC used for the channel was also replaced during FY10.

The RGC continues to produce informational programming on City departments as well as short Public Service Announcements. Subjects in FY10 included: Floods and Emergency Preparedness, A Tour of the Water Treatment Plant, "Assessing 101", Dog Licensing and Rabies Awareness, Bike Safety, Property Crime and Fire Safety.

## **MAPPING AND GEOGRAPHIC INFORMATION SYSTEMS**

MIS generates tax maps and other maps for the City web site in a commonly used format. The electronic tax and topographic maps of the City are used for both public and private projects. In FY10 MIS continued to update and publish the City Zoning Maps, Wards Map and produce other maps for specific projects such as the Water & Sewer Sites, Comprehensive Rezoning, Mosquito Control Special Permit, Sidewalks, Granite Ridge Development District, etc.

The majority of electronic mapping data is also used for GIS viewing and analysis. One of the primary GIS coverages / layers is for roads. This is depicted as the centerlines and is kept current by MIS with new streets, renamed streets and renumbered streets both public and private. The roads coverage is incorporated into Emergency Services specific programs. Parcels and structures coverages are updated on a yearly basis to match with current Assessing information. City GIS coverages are used by various departments for many purposes and projects.

The Pictometry system used in the City contains aerial photos of the entire City from various angles. The original flights were in late 2006 and a renewal of the agreement and system brought new flights and photos in the Spring of 2009. Both vintages of photos became available for use and additional training of users occurred. The Rochester GIS data is also integrated into the Pictometry system as needed.

## **E-911 COMMITTEE**

MIS participates on the E-911 Committee with coordination of most mapping and data needs. In FY10 the E-911 Committee continued the process of reviewing problem areas, changing or adjusting street numbers administratively as allowed by City Ordinance and recommending street name related changes to the City Council. The E-911 Committee is also responsible for reviewing all new projects relative to street naming and numbering.

The E-911 Committee coordinates street names and numbers for many private roads. When access to multiple homes or parcels is over privately owned property, the owners can simply agree to follow the City adopted system and no Public Hearing is required. In FY10 private roadways with approved street names included Cardinal Drive, Paul's Way, Loon Lane, Boat Ramp Road and Piper Lane.

<p><b>REPORT OF THE PLANNING AND DEVELOPMENT DEPARTMENT</b> <b>2009 -2010</b></p>
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**COMMUNITY DEVELOPMENT DIVISION**

The City of Rochester is one of only five designated entitlement communities in New Hampshire eligible to receive Community Development Block Grant (CDBG) funds directly from the Federal Department of Housing and Urban Development (HUD). These funds are applied towards housing and community investment projects that directly benefit Rochester residents whose income falls below 80% of the regional median income (\$80,000 for a household of four in 2009).

The City received \$306,055 of new grant funds for allocation during the 2010 fiscal year. This was the fifth year of the 2005-2010 Community Development Consolidated Plan. A total of \$558,148 was available for community development investments through the FY 09-10 grant, the \$82,093 in supplemental CDBG-R funds through the American Recovery and Reinvestment Act, and JOB Loan program income from loan repayments.

**HOUSING**

\$70,160 was invested in handicap accessibility and health and safety improvements on 8 housing units under the Community Development Mobile Home Assistance Program. 28 households at 50% of the area median income or below were assisted directly with improvements through the Weatherization program. CDBG funds comprised \$38,137 of the assistance leveraging the balance from New Hampshire Department of Energy grants as well as utility company grant assistance. Items specifically addressed include insulation, carbon monoxide testing, moisture assessments and the removal or correction of health and safety hazards in order to improve the general living condition of these residents.

**ECONOMIC DEVELOPMENT**

**JOB REVOLVING LOAN PROGRAM** - The Job Opportunity Benefit (JOB) Loan program provides a source of funding for businesses to expand, modernize or relocate within Rochester. These funds are almost always used as "gap" financing for businesses to add additional debt to their conventional financing. Currently, typical loans range between \$25,000 and \$50,000. Eligible applicants include Rochester business' that commit to hiring two to six full-time (or full-time equivalent) workers who qualify as low/moderate income prior to employment. The City's economic development capacity is enhanced by the infusion of CDBG funds since over \$6,000 a month is currently being repaid to the City and becomes available to fund future loans. This type of activity is eligible for CDBG funding because of the benefit to low and moderate income families. The City's goal is to continue this unique program, but right now program income is accumulating faster than current demand for this type of financial assistance. Therefore, a special committee has been created to examine current unmet and emerging economic development needs and determine if any of them are good candidates for support through CDBG and JOB Loan program resources.



No funding was allocated from the FY 09-10 CDBG grant. \$98,000 had accrued in loan repayments (program income) and an additional \$72,000 is anticipated to accumulate from loan payments this fiscal year, resulting in a total revolving loan fund pool of about \$170,000. If the special committee's efforts to build a strong new economic development initiative are successful, the committee will request an amendment to this action plan to undertake the proposed activity. A portion of the funds allocated to the JOB Loan pool will remain to respond to financing assistance, but it is anticipated that a new economic development activity will emerge and we will utilize a portion of this fund to meet the objective of creating economic opportunity and sustainability.

	Original Loan	Final Payment	FTE Jobs to be created
Custom Banner	\$50,000	Apr 2014	8
Distinctive Forest Creations	\$35,000	Oct 2013	4
Fiesta Candy Company	\$50,000	Dec 2009	3
First Star Manufacturing	\$50,000	Apr 2010	2
Granite Steak & Grill	\$50,000	May 2010	25
Granite State Plating	\$75,000	May 2014	7
Slim's Tex Mex LLC	\$30,000	Nov 2009	2
Specialty Textile Products	\$70,000	Jun 2013	6
Yo's Thai Cuisine, LLC	\$50,000	Jun 2012	2
Carney Medical	\$30,000	Aug 2014	2
Phone Booth, LLC	\$25,000	Apr 2014	2
Blue Oasis	\$50,000	Jun 2015	3
	<b>\$655,000</b>	<b>Total Jobs:</b>	<b>66</b>

**SMALL BUSINESS DEVELOPMENT CENTER** – The Center in Rochester includes a Micro-enterprise assistance program to promote job creation through a process of education and counseling for local small business owners and those looking to start new enterprises. Counseling and workshops are offered throughout the year. Center staff are also frequently called upon to work with recipients of the JOB Loan program. This project is eligible for CDBG funding by serving low/mod income clientele.

FY 09-10 FUNDING: \$10,000

SERVICE TO: 29 INDIVIDUALS PLUS WORKSHOPS

#### **PUBLIC SERVICE**

**Your VNA** - Provides in-home skilled nursing to those with injuries, illness, or who have just given birth. Funding from CDBG will be used to cover losses from Medicaid and uninsured clients. This project is eligible for CDBG funding by serving low/mod income clientele.

FY 09-10 FUNDING: \$28,361

SERVICE TO: 159 INDIVIDUALS

**The Homemakers** - Provides some in-home skilled nursing and full house-keeping services to the elderly and chronically ill. Additionally they operate an elderly adult day-out center at their facility in Rochester. Funds will be used to provide these services to the uninsured through

their charity care program. This project is eligible for CDBG funding by serving low/mod income clientele.

**FY 09-10 FUNDING: \$8,775**  
SERVICE TO: 107 INDIVIDUALS

**Strafford County Community Action** - Funding will be used to support the poverty program outreach efforts for individuals and families in Rochester. This project is eligible for CDBG funding by serving low/mod income clientele.

**FY 09-10 FUNDING: \$8,775**  
SERVICE TO: 4678 INDIVIDUALS

## **PUBLIC FACILITIES AND INFRASTRUCTURE IMPROVEMENTS**

**Community Center Non-Profit Space** – The Rochester Community Center started out as a high school in the early 1980's. Eventually the high school was moved back to the historic structure next door. The Community Center quickly became home to a NH Health and Human Services branch office, Strafford County Head Start, the Rochester Seniors, and several other non-profit agencies. Within this five year plan, investing in projects to improve the aesthetics and the access to this facility was one of our highest priorities. Previous year's action plans brought an expanded food pantry, ADA door-openers, an elevator, and bathrooms. This year we are using CDBG funds to construct administrative, classroom and meeting space that will be leased to non-profit partners who operate primary or satellite offices to serve vulnerable Rochester populations. Agencies moving into the space include Sexual Assault Support Services, HUB Family Resource Center, and A Safe Place. Providing low or no-cost space will increase the value of the City's support to these agencies and help to insure their longevity and ability to serve the low-mod population in the City. Co-location is expected to increase administrative and programmatic collaboration as well, further reducing costs, increasing access and expanding available activities to respond to client needs.

FY 09-10 FUNDING: \$148,930 CDBG; \$82,093 CDBG-R "ARRA" Supplement

## **NEIGHBORHOOD STABILIZATION PROGRAM**

New this year was the award to the City of \$2.4 million dollars for the purpose of purchasing and rehabilitating foreclosed properties to prevent further neighborhood deterioration in areas where foreclosures have been significant.

By the end of the fiscal year, four properties containing five buildings were purchased and construction contracts were finalized on four of the buildings. In part, this was made possible by the supplemental award of an additional \$120,000 bringing the total awarded to Rochester to \$2.52 million.

Rehabilitation plans include full abatement of all lead, asbestos and structural deficiencies. The final units will be highly energy efficient, architecturally sensitive and made affordable to moderate income homeowners.

Figures in the table below reflect the projected expenditure per property for all costs including acquisition, rehabilitation and marketing for sale upon completion

41 Pine Street, 2 units	\$453,026.00
56A & 56B Chestnut Street, 3 units in two buildings	\$813,896.00
65 Lafayette Street, 3 units	\$721,359.00
5 Brochu Court, 2 units	\$396,719.00

**PLANNING DIVISION**

**MISSION**

It is the mission of the Planning Division to coordinate the physical development of Rochester pursuant to the goals of promoting orderly growth, fostering efficient use of infrastructure, maintaining property values, enhancing the business climate, preserving natural and cultural resources, encouraging beauty in the built environment, and creating a special “sense of place” for present and future residents, landowners, businesses, and industries.

The major responsibilities of the Planning Division include:

- Policy development
- Drafting of ordinances and regulations
- Overseeing the zoning ordinance and processing applications for variances, special exceptions, and amendments
- Reviewing and processing applications for subdivisions and site plan review
- Strategic planning
- Master Planning
- Transportation planning
- Infrastructure planning
- Developing ordinances for the protection of natural and cultural resources
- Coordinating the E911 addressing system
- Coordination of, and service to, land use boards: Planning Board, Zoning Board of Adjustment, Conservation Commission, and Historic District Commission
- Acquiring proper surety to insure that projects are built in accordance with City standards and the approved plan.

**OUR APPROACH**

This was a busy year for the Planning Division. The Planning Board, Historic District Commission, Zoning Board of Adjustment, Conservation Commission, and staff reviewed a great number of projects in spite of a challenging economy.

Most Planning Board and Historic District Commission applications were approved with conditions. We work very hard with applicants to find an approach or design that serves the objectives of the applicant while also supporting the public interest and meeting legitimate

concerns of abutters. Happily, we find most applicants are willing and able to modify projects as appropriate.

Projects reviewed by the Planning Board can impact the City in many different ways. There are the very visible impacts of traffic and drainage on our existing infrastructure and the less obvious, but certainly no less important, impacts on our overall quality of life.

It is a truism in the planning profession that virtually every project that comes into our department is unique and challenging in some manner. As our development process has evolved and in many ways grown more sophisticated, there are more details to track with projects, which is quite time consuming. We continue to look for ways to keep the process as simple, quick, and pleasant as possible but, as projects grow in complexity and creativity, our obligation to protect the interests of the City remains constant.

## HIGHLIGHTS

Here are a few highlights from the year.

**Holy Rosary Credit Union** - An expansion of the building and parking areas of Holy Rosary Credit Union at 133 Brock Street was approved. This includes a new parking area that will be made of permeable pavement (also called pervious or porous pavement as water penetrates or percolates through it). This is the second project approved for permeable pavement in the city. The pores in the asphalt mix are larger than in conventional asphalt allowing water to move through. The first approved project, for self storage units located on Jarvis Avenue, was more complicated as that site was laced with wetlands and had a high water table. The permeable pavement had to be elevated somewhat. The land at Holy Rosary is perfect for the application. It is dry, sandy, and very well drained.

The advantages of permeable pavement are that the water drainage post-development is exactly the same as the water drainage predevelopment, thereby not altering the groundwater patterns. The stormwater also receives some treatment as it percolates through the asphalt and underlying gravel base. As long as the site is well maintained, problems with icing and ponding are significantly reduced. The pavement must be vacuumed periodically to prevent sand and silt from clogging the pores. This technology has advanced significantly in recent years with UNH taking a leadership role in the northeastern section of the country. The university has test sites for both permeable asphalt and permeable concrete. It is impressive to watch a bucket of water poured on the paved ground disappear into the pavement almost immediately!

This method had been contemplated earlier for a city street but the Public Works and Planning Departments thought it better to test the process for a while first on private parking lots. If the results are successful, it may be something worth considering for selected future city streets.

**Highfields Development** - The Highfields Planned Unit Development (PUD) was approved for 370 dwelling units in 2003 and is expected to break ground shortly. The Planning Board approved a number of amendments to the Highfields Phase I subdivision, including reconfiguring some of the layout. The changes were designed by a new architecture/planning firm brought on to develop house designs for the project, Don Powers and Associates (Doug Fallfelz, principal in charge of this project) of Rhode Island.

This project has the potential to be a significant flagship project and easily one of New Hampshire's finest residential developments. It is remarkable in several ways: it can be a true traditional neighborhood development with wonderful architecture, streetscapes, and greens (this developer is sweating the details); the views will be great; and it is proposed for innovative geothermal heating and cooling (groundwater from a deep well is recycled through the building to cool it in summer and heat it in winter).

Here is an excerpt from Don Powers' website:

"We believe that our public places, neighborhoods and individual structures, are the stage on which the life of the community is expressed and that the design of these places can have a strong effect on the community, either fostering its growth and health, or hindering its full expression. We believe traditional town planning and architecture have resulted in our most vibrant and beautiful spaces in the past and can help to restore our current degraded communal and civic life. As such, we have made ourselves students of that accumulated wisdom and hope to be recognized as experts in the techniques of traditional planning and architecture."

**Excavations** - Two sizable excavation/earth mining projects were approved for SUR Construction, Inc., at 20-24 Farmington Road and for Severino Trucking Co., Inc. at 92 Farmington Road. The material from both sites will be used for projects on the Spaulding Turnpike widening. Removal of material and flattening of the two large lots will also facilitate future commercial development on Route 11.

**Comprehensive Rezoning** - The Planning Director has completed his work with the third Committee addressing this issue. The Committee finished reviewing each chapter sentence by sentence to keep the document as clear and concise as possible. The Planning Director reviewed each Chapter for internal and external accuracy and consistency and then posted the completed draft to the WEB site for general public review. The Planning Board has commenced its review of this voluminous, state of the art document and we hope that its final recommendations will be forwarded to the City Council later in 2010.

**Comprehensive Shoreland Protection Urban Exemption** - We received approval of our application for an Urban Exemption under the New Hampshire Shoreland Protection Statute. Significant changes to the NH Shoreland Protection Act (RSA 483-B) became effective April 1, 2008. Some key requirements are:

- The protected shoreland zone extends 250 from the ordinary high water line of the rivers in both directions (except on the Maine side of the Salmon Falls River).
- A permit from The New Hampshire Division of Environmental Services is required for any construction, excavation, or filling within the protected shoreland zone.
- Primary structures must be set back at least 50 feet from the high water line.
- A waterfront vegetated buffer must be maintained within 50 feet of the high water line. There is a complex formula for the treatment of this buffer, but it is fairly restrictive.
- A natural woodland vegetated buffer must be maintained within 150 feet of the high water line. Some development is allowed within this but there are restrictions regarding vegetation.



Some of the new requirements are especially problematic in core areas where a denser development pattern is established. It is appropriate that there be different standards for river buffers in urban than in suburban and rural areas. Wide setbacks and buffers are simply not practical – nor desirable - in urban areas.

The new statute wisely allows for exemptions of urbanized areas from the requirements. All three of Rochester's rivers (along with Baxter Lake and the Rochester Reservoir) are covered by the statute. NHDES approved part of our application for an urban exemption for sections of the Cochemo River in downtown Rochester. The historical development pattern in this area has included mills, shops, government buildings, multifamily housing, and parking lots built close to the river. For those properties that were not included in the exempted areas, the Commissioner of NHDES has the authority to grant variances from the minimum standards of the statute, subject to the same criteria that a zoning board uses in its review of a variance request.

In addition, the City has a 75-foot wetland buffer from the line of high water on both the Cochemo and Salmon Falls Rivers under our Conservation Overlay Zoning District. This buffer must be protected as a largely undisturbed area but may be reduced under certain circumstances. The Cochemo River is now included in the New Hampshire Rivers Management and Protection Program under RSA 483. Rochester and area communities are now establishing a Local Advisory Committee to comment on any development proposed within ¼ mile of the Cochemo River. We are experienced in this process, as we have had a Local Advisory Committee for the community's Isinglass River for many years.

**Arts and Culture Steering Committee** - We have been working with the Arts and Culture Steering Committee to explore creating a municipal Arts and Culture Commission. This committee was established by representatives from Main Street, Artstream, Art Esprit, the Rochester Opera House, and other arts, music, and civic organizations to explore ways of promoting arts and culture in Rochester. A key inspiration has been the work of author Richard Florida, whose book The Rise of the Creative Class discusses the importance of arts and culture in promoting economic development of a city.

**Amendments** - A number of amendments were made to the City of Rochester Zoning Ordinance, Site Plan Regulations, and Subdivision Regulations regarding the new Granite Ridge Development Zoning District along Route 11, Small Wind Energy Systems Outdoor Wood-Fired Boilers, granting waivers for the regulations, and the definition for junkyards.

**Compact Design Forum** - Michael Behrendt received a special invitation to participate in the Compact Design Forum held on September 22, 2009 at Canterbury Shaker Village. This was an excellent event sponsored by the New Hampshire Housing Finance Authority. The Authority invited professionals representing various perspectives including architects, planners, engineers, sociologists, town administrators/managers, fire and safety professionals, conservation and historic preservation. Through a series of roundtables the pros and cons of compact design were analyzed.

The forum was filmed and will be used as the framework for an educational DVD supported by additional film footage and photographs, slides, tables, and other illustrations. The purpose is to promote local and regional public dialogues that will be scheduled throughout the state of New Hampshire in both small and large venues.

The Authority says this about compact design. "Compact design requires less land for construction, preserves open space and considers wider transportation choices. Well-designed higher density development provides a social benefit by connecting our population, young and old, to each other and to the cultural, environmental and economic assets within our communities. The use of smaller lot sizes is also key to the provision of affordable workforce housing. Higher density can be used as an incentive to produce affordable housing..." We look forward to seeing the DVD when it is produced.

**New Urbanism Presentation** - Michael gave a presentation at the annual Office of Energy and Planning Conference on New Urbanism. It was a good opportunity to help educate planning board members from around the state about principles of design, for both site plans and subdivisions.

**Architectural Jewels of Rochester, New Hampshire: A History of the Built Environment** - We were very pleased to see the publication of Michael Behrendt's new book, "Architectural Jewels". This work was put together on Michael's own time but is pertinent to planning in Rochester. It is a very readable compendium of the built environment, including chapters on numerous architectural styles; building types such as downtown buildings, churches, barns, and schools; and other elements including signs, stone walls, and cemeteries. The book was based on a series of articles that Michael wrote for the Rochester Times in 2002 and 2003. Architectural Jewels was published by The History Press of Charleston, SC.

### **Planning and Zoning Board Activity**

#### **SELECTED PROJECTS**

The Boards acted upon the following projects.

#### ***Planning Board applications (09-10)***

	<b>Total</b>	<b>Approved</b>	<b>Denied</b>	<b>Total Lots</b>	<b>Withdrawn</b>
Subdivisions	10	10		23	
Lot Line Revisions	5	5			
Site Plans	15	15			
<b>TOTAL</b>	<b>30</b>	<b>30</b>	<b>0</b>	<b>23</b>	<b>0</b>

	<b>Total</b>	<b>Allowed without further review</b>	<b>Sent to PB</b>	<b>Withdrawn</b>
Minor Site Plan	10	7	3	
Special Downtown	7	7		
Family Day Care	1			
Home Occupation	7	7		
<b>TOTAL</b>	<b>25</b>	<b>21</b>	<b>3</b>	<b>0</b>

***Zoning Board of Adjustment applications (09-10)***

	<b>Total</b>	<b>Approved</b>	<b>Denied</b>	<b>Withdrawn</b>
Variances	26	25	1 and 1 approval voided	0
Special Exceptions	3	3	0	0
Equitable Waiver	4	4	0	0
Administrative Appeals	0	0	0	0
Request for Rehearing	3	2	1	0
<b><i>TOTAL</i></b>	<b><i>36</i></b>	<b><i>34</i></b>	<b><i>3</i></b>	<b><i>0</i></b>

**HISTORIC DISTRICT COMMISSION**

The purpose of the Rochester Historic District is to promote the general welfare of the community by:

- (1) Safeguarding the cultural, social, political, and economic heritage of the City;
- (2) Fostering the preservation, restoration, and rehabilitation of structures and places of historic, architectural, and community value;
- (3) Fostering civic pride in the beauty and noble accomplishments of the past;
- (4) Furthering the attractiveness of the City of Rochester to homebuyers, tourists, visitors, and shoppers, thereby providing economic benefit to the City;
- (5) Conserving and improving the value of property in the District; and
- (6) Enhancing opportunities, where applicable, for financial benefits for owners of historic properties through grants, low interest loans, tax credits, and other tax benefits.

Approval by the Historic District Commission is required for any activity affecting the exterior architectural appearance of a building within the District that would be visible from a public way. This includes the erection of new buildings; additions to existing buildings; alterations to existing buildings; demolition of existing buildings or portions of existing buildings; and relocation of any building into, out of, or within the District.

The Historic District Commission is holding semi-annual meetings with representatives from the business community to foster dialogue and be able to respond to any concerns that arise about projects that come before the HDC.

The HDC developed a set of sign guidelines that can be viewed on the City's website. The guidelines include numerous color photographs of signs in the district and address general principles of good design, size, shape, colors, illumination, materials, typefaces, building-mounted signs, projecting signs, awning and canopy signs, window signs, and freestanding signs.

## **APPROVED PROJECTS**

The Historic District Commission approved the follow projects.

**James Maxwell, 63 Hanson Street (Jameson Dustin, building owner).** Application for Certificate of Approval for building sign for computer business.

**Rochester Opera House c/o Cathy Taylor, President, 31 Wakefield Street.** Application for Certificate of Approval for new freestanding sign for Opera House in front of City Hall.

**Postal Center USA, c/o Kristen Cadwallader, 39 South Main Street.** Application for Certificate of Approval for two signs: a) relocation of existing building sign from 79 South Main Street; and b) new sign panel to be added to existing freestanding sign.

**Gary Sansoucie, 19 Union Street, Union Street Antiques & Collectibles.** Application for Certificate of Approval for three new wall signs.

**Gerard and Palma Gravel, 60 Hanson Street** (blue building at corner of Hanson and Columbus). Application for Certificate of Approval for new windows, new siding, and other alterations.

**Dave Albert, as yet undetermined downtown location.** Application for Certificate of Approval for hot dog cart.

**First Congregational Church, 63 South Main Street.** Application for Certificate of Approval to replace the side door and 26 windows on the first floor.

**Jenny Wren Gallery (by Jenny Stimac), 107 North Main Street.** Application for Certificate of Approval for changes to the gallery.

**KeySource Real Estate by Donna Gerry, 50 R North Main Street.** Application for Certificate of Approval for 4' x 10' wall sign for real estate office & paint trim around sign white.

**Bella Fresca Restaurant by Diane DuBois, 44 North Main Street.** Application for Certificate of Approval for wall and window signage for new restaurant.

**Joseph Conroy, 20 North Main Street.** Application for Certificate of Approval for replacement sign.

**The Portable Pantry (by Susan Jackson-Rafter) 12 Hanson Street.** Application for Certificate of Approval for new hanging sign.

**103 Restaurant (by Thomas Shaughnessy), 103 North Main Street.** Application for Certificate of Approval for new lights on building.

**N. H. Checker Taxicab (by Timothy Goumas & Joe Nunez), 68 South Main Street.** Application for Certificate of Approval for signage and possible alterations to the building.

**Meulenbroek Associates, LLC, 77-79 Wakefield Street.** Application to remove lead on exterior of two buildings – review of specific plan for application of new materials.

**Project Pride, 33 Hanson Street (by Diane DeVries, Digrafika).** Application for Certificate of Approval for window flower boxes.

**Mel Flanagan's Restaurant, 50 North Main Street.** Application for Certificate of Approval for projecting sign.

**Bella Fresca Restaurant, 44 North Main Street.** Application for Certificate of Approval for new projecting sign.

**103 Restaurant, 103 North Main Street.** Application for Certificate of Approval for change in the awning and additional signage on front and side building façades. Submitted by Eric Farris.

**Rochester Main Street.** Informal review of proposed furnishings for refurbishing of Central Square

### CONSERVATION COMMISSION

The focus of the Rochester Conservation Commission for July 2009 through June 2010 has been the following:

- To be the stewards of the Natural Resource Chapter of the City's Master Plan.
- To advise, recommend and implement a forest management plan for the City.
- Continued education of the Commission members, so that positive outcomes can be reached. Members attended invasive plant species, storm water management, energy conservation and planning workshops.
- Conservation Commission member Jeff Winders, was a guest speaker at the Joint Water and Watershed Conference in November of 2009.
- The Strafford County Conservation District held its annual meeting at the Gagne Farm and almost 100 people attended.
- Continued protection of special places in the City of Rochester: Smith/Berube property off of Dry Hill Road, 55.5 acres was put into conservation easement on June 22, 2010.



- Aquatic Resource Mitigation Grant is in progress with the Conservation Commission and Strafford Rivers Conservancy to preserve property due to the mitigation of wetlands for Spaulding Turnpike widening.

Respectfully submitted,

Deborah Shigo,  
Chairperson  
Rochester Conservation Commission

## REPORT OF THE POLICE DEPARTMENT 2009-2010

"THE PRIME MISSION OF THE ROCHESTER POLICE DEPARTMENT is the protection of life and property. This is accomplished through fair and equal enforcement, always keeping in mind, the rights and dignity of the public. The basis of all Police Action is the law and credibility of the Agency. The measure of our service will be judged by the Public in the way we deliver our service. We will hold all personnel to a high level of ethical practices. This mission can be achieved through crime prevention, public relations and community policing."

### Overview

Rochester consists of an approximate area of 46 square miles, with an estimated population of 30,000+. Although very separate in their job functions, all of the members of the Police Department work together to produce a high level of service to the citizens. Our staff consists of sworn officers and a civilian support staff. We are also fortunate to have a dedicated volunteer support base. The Department maintains a Police Explorer Post. This nationally recognized division of the Boy Scouts of America "explores" law enforcement careers with young adults.

The City is divided into zones, on an east / west matrix through the center of the city for police coverage. Our Communications Center operates with enhanced 911 and is staffed 24 hours per day, by specially trained personnel. This combined center dispatches calls for service for police, fire and Frisbie Hospital ambulance.

A three-member-board of Police Commissioners elected by the citizens, serves the City. The citizens are represented by Lucien Levesque (Chair), Al Bemis, and James F. McManus, Jr.

### Personnel

The following personnel were hired to fill open vacancies during this reporting period: Part time Officer Edison Cowing, Full time Officers Rachel Ricker, Elizabeth Tobey, Matthew Young, Steven Gahan, and Tracey Hayes.

The following personnel resigned or retired during this reporting period: Off. Edison Cowing, Officer Brian O. Connor, Officer David Pridham.

Recognition was given to the following members:

### Service Recognition:

Howard Seckendorf of Granite Steak and Grill received a business recognition award for partnering with the Department through the use of his facilities to host outside training events. Mr. Seckendorf accepted the award on behalf of both he and his business partners Patrick and Michelle Gagnon.

Ron Poulin of Poulin Auto Country received business recognition award for partnering with the Department in various initiatives. Mr. Poulin remarked that it is easy to contribute to a City like Rochester because of the many great people that are involved.

Chief Theodore Blair Memorial Award: The 8<sup>th</sup> Annual Award was presented to Officer Jeremy Aucoin. This award is dedicated to the memory of a former Chief who had more than two decades of law enforcement service to the people in the City. It is awarded to officers who display an exceptional level of public service and display characteristics of former Chief Blair including compassion, honesty, dedication, commitment, patience, respect for people and a sense of humor. The Blair family was on hand to participate in the presentation of this award.

Chiefs Award: Presented to Chaplain Ron Lachapelle in recognition for achievement of certification from the International Conference of Police Chaplains.

Lifesaving Award: Officers Kimbrough, Bentz and Sgt. Boudreau and Sgt. Thomas were recognized in separate incidents using the AED to save the lives of persons in cardiac arrest.

Police Memorial Proclamation: The Department was recognized with a proclamation from the Mayor during National Police Week in May.

Recognition: The Ladies Auxiliary VFW George Maxfield Post 1772 were recognized with a plaque honoring 75 years of service to their community, our veterans and veteran=s families. President, Donna Knapper was on hand to receive the recognition on behalf of the Auxiliary.

Twenty-year Plaques: Officer Thomas Blair, Lieutenant Anthony Triano and Officer Anthony Macaione.

NH Chiefs Law Enforcement Foundation: Sergeant Stephen Burke received an Officer of the Year award from the Foundation.

NH Association of Chiefs of Police: Chief Dubois completed his term as president of this Association during this period. This Association is recognized in NH and in the region as the voice of law enforcement in NH. It is an important organization for executive leaders in NH law enforcement and connects this State with other law enforcement throughout the country.

Volunteer of the Year: Sally Leach for being part of the telephone tree in the Project Good Morning Program since the inception of the program.

Acknowledgments by Citizens or the Department: The following officers and members were thanked by the Department or by citizens for their assistance in the community. Some were recognized more than once for different events. They include: ACO Paradis, Capt. Callaghan, Capt. Dumas, Chief Dubois, Deputy Chief Allen, Det. Mangum, Det. Stickles, Det. Blair, Det. Aubuchon, Det. Frechette, Det. Murphy, Det. Funk, Det. Balint, Det. Bourque, Officer Ouellette, Officer Ball, Officer Miehle,

Officer Jackson, Officer O'Connor, Officer Gantert, Officer Brinkman, Officer Flathers, Officer Yerardi, Officer Lambert, Officer Emerson, Officer Pinkham, Officer Whelan, Officer MacKenzie and Fina, Officer Kimbrough, Officer Harding, Officer Swanberry, Officer Smith, Officer Kusnierz, Officer Garneau, Officer Loignon, Secretary Warburton, Secretary Alley, Sgt. Bossi, Sgt. Burke, Sgt. Turgeon, Sgt. Thomas, Sgt. Deluca, and Supervisor Cole.

## Major Service Responsibilities

Our major service responsibilities are to protect life and property through an effective partnership with the public and to address the needs and concerns of citizen customers. We made great progress on our goals for the year; the highlights as follows:

#1 Goal: Build and improve relationships internally and externally through team building and effective communications.

Objective: Achieve CALEA Recognition. Each policy that is developed or reviewed has been done with compliance to CALEA standards. Lt. Toussaint developed a committee which will randomly pick policies for review to update and to ensure compliance. During the year the training division did a series of low frequency, high risk policy reviews with officers through refresher training at briefings.

Objective: Enhance advanced training objectives. Outstanding work was done through our training staff in bringing advanced training to the Department. Some of the training included - hosting a homicide training course during the year, hosting an investigators course, the TAR team receiving advanced training during the year, Several Department members attended training by nationally known speaker Gordon Graham on risk management, the Simunitions training sponsored by our liability insurance carrier was well received, the evidence technician attended an advanced computer forensic school reaching certification, an officer was also certified in polygraph training.

Objective: Enhance employee engagement through quarterly team-building exercises/activities. We hosted a regional alcohol dispersement training, an officer was assigned to work with the Main Street program on crime and quality of life issues. We participated again in the annual Fire v. Police charity hockey game, which is designed to assist the local food pantry, and we participated in the annual law enforcement torch run and fueling dreams event for Special Olympians.

#2 Goal: Build and improve community relationships through effective communications.

Objective: Increase communication by distribution of important information and marketing of department via publications, pamphlets, press releases through print and video, and community meetings. We held a community meeting to discuss sex offender issues and how parents can protect their children while on the Internet. From that meeting a working group was created to examine the feasibility of adopting an ordinance that restricts the movement of sex offenders.

We worked to make the lobby a more friendly environment by removing the window tinting to the dispatch center, as well as staffing the lobby on a more regular basis with records and dispatch personnel. Residents can fill out bike registrations and receive stickers from lobby personnel.

We worked via press releases, public service announcements, community meetings and face to face interactions to solve nuisance crimes in the community, particularly in areas of vandalism. The Bridging the Gaps coalition works closely with the Department staff on community events, such as National Night Out, which was a great success this year.

Objective: Continue with website enhancements; link and be linked to other community web pages to market department services and activities. We have made a concerted effort to promote the website for a variety of information to include crime reporting, and posting public service announcements. We have established a presence in the social media networks on the Internet including on Facebook, Twitter, and Nixle. Public comments to these sites have been positive

#3 Goal: Enhance preventive policing through public and private partnerships.

Objective: Promote public awareness/community campaigns. The Department participated in the block party held in July at the Nancy Loud School, organized by the Ward 1 RUN Program. The bike, motorcycle and K9 teams all participated. We have conducted two bike rodeos during this period, and the Department participated in a buckle up in your truck safety campaign with Highway Safety.

Objective: Co mingle city resources such as police, fire, codes and planning to address issues with absentee landlords and quality of life within neighborhoods. We continue to work regionally and with other state and federal agencies on issues related to gang activity. The Department liaison to the landlord association continues to be beneficial to the Department and the community. We are working closely with Code Enforcement officials to address violations in the community in a timely manner; issues such as junk yards, unauthorized businesses, excessive yard sales and trash issues.

Objective: Hold a citizens police academy. We held a citizens police academy in conjunction with the Somersworth Police Department, during the months of March through May 2010. It was very successful and graduated 23 participants. We have discussed having an alumni academy for prior attendants. We plan to explore the dual agency event again in the future.

#### Fiscal Year Accomplishments

We are pleased to report the following year-end achievements by your police department:

1. We marked the completion of our first year as a Department with a crisis intervention team. Statistics show this is a system that has been very beneficial to persons with disabilities in our community.
2. We became active in the social networking arena - launching a Facebook page, as well as providing a mobile messaging service via NIXLE.
3. We have access to the City's GIS program A Pictometry® which can be useful in documentation of certain crime scenes, as well as providing topographic mapping during search related events.



4. We had great success this year with grant funded projects. These included funds from highway safety, funds from earmarks through Congress, Bullet Proof vest grants, Underage drinking enforcement grants, Training Grants, Justice Assistance Grants, and technology grants. These grants worked to help keep our technology and equipment needs on par with policing in the 21<sup>st</sup> century, they also provided us with opportunities to keep our streets safe by monitoring vehicles for speed and alcohol related issues.

5. We added three police officers to our ranks via grants from the COPS office. We also expanded our motor vehicle team to three officers.

6. We added intervention programs to youth at the middle school, with an eye to addressing potential future gang activity. We continue to offer the DARE program at the middle school.



Chief Dubois at National Night Out

7. Through increased technology we added visual aids to assist officers in briefing, using crime mapping software. We also upgraded our firearms and added TASERS to the use of force continuum. We obtained new lap tops for the cruiser fleet, obtained a new laser transit system (and donated the old one to our Public Works Department). We added a forms attachment capability to our records management software.

9. We added an additional cruiser to the front line fleet.

10. We provided some excellent training programs to Department staff, via use of grant funding, or hosting outside training that provides for free local slots. We were also the recipient of several free training programs offered throughout the region. We upgraded our cultural diversity training and graduated an officer from an intensive three month polygraph training program.

11. We added increased secretarial staff to assist with our lobby, at no additional cost. Additionally communications staff is stationed in the lobby to address non crime matters and provide increased face to face contact with consumers.

12. We held a joint citizens academy with the Somersworth Police Department that was very well received by attendees in both communities, as well as others from other communities.

#### Commentary

The fiscal year accomplishments are a direct credit to the Police Commission and staff. Officers and staff have responded well to the demands of the profession. I would like to publicly thank the men and women of the Rochester Police Department for the hard work and dedication over the past year. I am fortunate to lead an agency that remains on the cutting edge of progressive law enforcement.

We also recognize the City Council for the funding and support of various projects and programs. Paramount to our success is the support of the citizens of the City.

#### Future

It is our vision that the Rochester Police Department will continue to be a cornerstone of progress and a model police department in service to our citizens, constantly improving the quality of services that we render. We will continue to develop our expanded ability in some areas to provide diversified services along with the rest of progressive law enforcement. We are committed to offering the best service to the residents and visitors to the City, which can be accomplished through our community policing programs, advanced technology and input from our citizens.

Respectfully submitted,

Chief David G. Dubois

## REPORT OF THE PUBLIC WORKS DEPARTMENT 2009 -2010

The Public Works Department is committed to protecting the safety, health, and welfare of its residents and visitors by providing clean water, removing and treating sewage, and maintaining our roads, sidewalks, public buildings, parks and City cemeteries. This department works with the Mayor, City Council, City Manager, and all other departments, to provide the best service within our means.

The Department helped with numerous community and downtown projects such as: Moonlight Madness, the Summer Festival, the Christmas Parade and the hanging of downtown Christmas holiday season decorations.



Crew from Public Works Diligently placing the Christmas Tree Downtown

The 2009-2010 winter was a light winter with 17 treatable storm events. The amount of sand applied to the roads was approximately 830 tons and 3,520 tons of salt was used.

Arthur Wiggin retired on July 1, 2009. Arthur started working for the City in December 1976 in the Highway Division. Duties varied from working on the trash trucks when the City performed that work in-house to all other duties performed by a light equipment operator. The Department values Arthur's many years of service to the City and wishes him well in his retirements.

Tom Willis, City Engineer left the City at the end of June 2010 to become Public Works Director in Somersworth, New Hampshire. We wish him well in his new position.

**The Public Works capital improvement projects initiated or completed during the Fiscal Year include:**

- The following Streets were paved this Fiscal year: Route 125 (near Brock Street to just South of Lowell Street), Oak Street, and a section of Salmon Falls Road between Stonewall Drive to Whitehall Road.
- Work continued on South Main Street with completion of the Columbus Avenue intersection. Project completion has been delayed to the next fiscal year.
- Work commenced on the Phase IV of the Washington Street Reconstruction Project. Phase IV consists of new curb, sidewalk and roadway improvements between Haig Street and Strafford Square. The project also included the rehabilitation of the water, sewer, and drainage pipes within the project limits. The water main size on Washington Street was increased from 10 inches in diameter to 16 inches in diameter. The City was successful in obtaining American Recovery and Reinvestment Act (ARRA) funds for water, sewer and drainage work. This project will continue into the next fiscal year.

Public Works reviewed and oversaw privately financed construction of several streets during the year.

Additionally, the department reviewed and issued 29 driveway permits 64 excavation permits and 40 stormwater permits.

The department manages the regional household hazardous waste collection effort annually. A household hazardous waste collection took place on May 1, 2010, at the Waste Management of New Hampshire Landfill. Approximately 248 vehicles dropped off waste at the event.

**WATER DIVISION**

The staff at the Water Treatment Plant continues to comply with the State and Federal Drinking Water standards. This is accomplished through teamwork and a dedicated staff. We provide a quality product and service and seek complete customer satisfaction. The Water Treatment Plant staff listens, acknowledges, responds, takes action, reports and follows up with all aspects of operations.

The plant continues to run very well and produces a high quality drinking water. The Water Treatment plant treated and filtered 713,530,000 gallons of water with an average daily flow of 2.0 million gallons per day. This is 67.5 million gallons less than the previous year.

**Capital Projects**

- **Cocheco Well No. 1:** Construction began for the new treatment plant for the Cocheco Well located on the so-called Henderson property. The City was successful in obtaining ARRA funds for this project as this is considered a “green” project. The facility was designed using LEED criteria and at a minimum will be LEED certified

- **Richardson Street Pump Station Electromechanical Upgrade:** Installation of Variable Frequency Drives and Instrumentation and control modifications for the pumps to be run in two modes ,Constant pressure and storage tank level control Mode. The constant pressure mode will be required to supply water at a constant pressure to the distribution system to facilitate the isolation of Rochester Hill water tank from the distribution system for painting due to be done in the next fiscal year.
- The meter replacement program commenced in November 2008. 2,377 Neptune meters were replaced during the first fiscal year. This program continued into FY10 and an additional 246 meters were replaced as part of the original funding. The water division will continue to replace Neptune meters until all of the remaining meters are replaced.

#### Distribution:

The distribution crews were very busy repairing water main leaks, water services, and relaying services. Spring and fall fire hydrant flushing was completed.

Continued efforts are being made to explore for additional sources of water supply to meet the city's future water consumption needs. Exploration efforts continued to be focused in the Salmon Falls River basin in the southeastern quadrant of the city.

### SEWER DIVISION

The Department of Public Works Wastewater Treatment Facility is dedicated to the treatment of wastewater that flows into the facility from Rochester, East Rochester and Gonic and to deliver a clean, clear and safe effluent into the Cocheco River.

The present day advanced Wastewater Treatment Facility is designed to treat an average flow of 5.0 million gallons per day (mgd) with a peak design flow of 16 million gallons per day (mgd). The City operates under the strict effluent limitations and monitoring requirements contained in the July 23, 1997 National Pollution Discharge Elimination System (NPDES) Permit issued by the U.S. Environmental Protection Agency.

#### Projects that took place during the fiscal year:

- We continue to work with and support the efforts of the Cocheco River Coalition by performing E-Coli testing and reporting data.
- Completed the culvert replacement and installation of the guardrails at the entrance of the Pickering Ponds walking trails.
- Completed the punch lists and took over operations of two new pump stations, South Main Street and Washington Street.
- Installed a new motor and rotating assembly at New Route 125 pump station.
- Purchased a new Zero Turn lawn mower for 30+ acres of ground maintenance to include lagoon slopes and walking trails.



- Purchased a portable emergency standby generator set for remote pump stations.
- Installed modified self-cleaning wear plates at South Main Street pump station to help minimize clogging of pumps due to sanitizer wipes/baby wipes/swiffer sweeps.
- Received a Public Utilities Commission (PUC) grant for the aeration basin blower replacement project.
- Clarifier #2 sandblasted and repainted.
- Magnetic flow meters installed at South Main Street pump station.
- Instituted a semi-annual wet well cleaning program for each of the 28 pump stations.
- Conducted an on-site pilot study with Cambridge Water Technologies on their CoMag wastewater treatment process for the reduction of total phosphorous, total suspended solids, turbidity, % transmittance, and metals – all parameters tested showed positive results for both lagoon effluent and final effluent.
- Completed valve maintenance and exercise program.
- Renewed five (5) Industrial Discharge Agreements as part of EPA and State approved Industrial Pretreatment Program.
- Replaced a broken waterline for the soda ash feed system.
- Tied into a new force main for Route 11 pump station as part of the State DOT highway project.
- Replaced backwash pumps in disk filter #3.
- During the severe wind and rainstorms in February and March of 2010 the treatment facility was operating under a state of emergency. High flow operational procedures were instituted, the operational staff did an excellent job and the internal support offered within the department was outstanding!
- Developed a scope of service with the Engineering firm of Brown and Caldwell for the inspection and evaluation of the Old Dover Road siphon/interceptor.
- Completed the design phase of the Alum Sludge lagoons modifications/upgrade project.

The EPA and NHDES have notified the City that they have identified Rochester's NPDES permit as a priority for permit re-issuance as soon as the State completes it's Waste Load Allocation Study for the Great Bay Estuary Watershed and develops Water Quality Standards for total nitrogen and total phosphorous. The City is working with control authorities and other municipalities, as part of the Southeast Watershed Alliance, on issues involving wastewater, stormwater and land use management in the Great Bay Estuary Watershed area.

The sewer division continues to work in coordination with other divisions and consultants on many projects throughout the City to include wastewater treatment, collection systems, stormwater and the industrial pretreatment program.

The Wastewater Treatment Facility continues to operate at or below projected O&M costs for power, chemicals, equipment maintenance and plant staffing levels. The staff continues to put forth an outstanding effort and dedication to achieve permit compliance through operational control, preventative/corrective maintenance, teamwork and training.

The Wastewater Treatment Facility treated 1,390,840,000 gallons of wastewater. The average daily effluent flow was 3,810,520 gallons. The facility continues to produce a high quality effluent and is running extremely well as we have removed 315,759 pounds on CBOD (96%) and 603,148 pounds of TSS (96%). We have also received and treated 2,082,800 gallons of septage.



Timothy from Public Works Plowing

**HIGHWAY/FLEET DIVISION**

The Highway/Fleet Division is dedicated to ensuring the City's streets are maintained in the best possible condition within funding constraints. Responsibilities include maintaining all paved and gravel roads, sidewalks, pavement markings, traffic

signals, street trees, drainage facilities, as well as insuring that the public works fleet of vehicles and equipment are in good running order.

Highway crews also shimmed several streets. In support of the pavement rehabilitation program, crews redefined ditch lines and graveled shoulders on several streets. Numerous pavement cuts were repaired. Crews installed culverts at various locations.

### **BUILDINGS & GROUNDS DIVISION**

The Buildings and Grounds staff has been very busy keeping the City's thirteen buildings and several parks in the best condition possible. There was another successful year of the adopt-a-spot program. Renovations to the Community Center were designed and constructed for Strafford Regional Planning Commission as well as other social service agencies. City funds were supplemented by CDBG funds for this project. Work was substantially completed by July 1, 2010 with minor items to be completed in the next fiscal year.

Respectfully submitted,

Melodie Esterberg  
Public Works Commissioner

## REPORT OF RECREATION, ARENA, AND YOUTH SERVICES (RAYS) 2009-2010

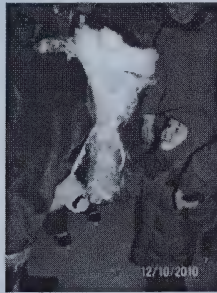
The Vision Statement for Rochester Recreation, Arena and Youth Services is as follows: The Department of Recreation, Arena and Youth Services (RAYS) is committed to providing recreational and community programming aimed at enriching the quality of life in Rochester. We strive to maintain meaningful connections with the community by providing programs, services and facilities that foster a healthy community.

RAYs has continued to be responsive to community needs by offering a wide variety of opportunities for Rochester residents to participate in programs at no cost or programs with easily affordable fees.

Camp '09 included 270 youngsters for Summer Camp and 70 campers for Neighborhood Camp. The department worked with Cold Spring Manor Youth Safe Haven to provide spaces for 22 youth through the 21<sup>st</sup> Century grant as part of our 8-week camp program.

New programs in 2009-2010 included the following:

- Kiddie Camp – one week camp experience for preschoolers 3 hours per day.
- Arts and Crafts Camp – one week camp experience for youngsters interested in another option besides our traditional Basketball Camp
- Family Fun Run – 5K run in conjunction with the Rochester Shoe Festival, June 2010



Alex speaking with Santa

A multi-use Skate/BMX Park was installed in July and August 2009 on the site of the former skate park behind Hanson Pines Pool. A half dozen pieces were donated through the Athlete Recovery Fund, a California based non-profit. The park now

contains two 5-foot quarter pipes as well as wedges, ledges and a Jersey barrier ramp. The park has been used extensively since its installation.

The Recreation Chapter of the Rochester Master Plan has included a RFQ, firm selection, site visits and a community meeting in FY '09-'10. The Recreation Chapter will be presented to the Planning Board and City Council in the fall of 2010.

The installation of a new compressor system at the Arena began in the spring of 2010. It will be fully operational by September for the start of the fall ice season.

For more information on current Recreation and Arena programs, visit [www.rochesterrec.com](http://www.rochesterrec.com).

Respectfully submitted

Chris Bowlen  
RAYS Director



<p style="text-align: center;"><b>REPORT OF THE SUPERINTENDENT OF SCHOOLS</b> <b>2009-2010</b></p>
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**To the School Board and Citizens of Rochester:**

During the 2009-2010 school year, Rochester School Department continued the focus on reading and math instruction at all levels. The elementary and middle schools used data to improve instruction programs. The elementary school staff meets on a monthly basis to review each student's performance, change programs if they aren't making progress, and to track their overall progress. Each school offers interventions in math and reading if students are not progressing. These interventions provide additional support for struggling students.

Spaulding High School focused its efforts in several areas. The first was to follow the new State requirements to provide credit based on course competencies, not just seat time. This is an ongoing process to develop competencies and assessment over the next several years. The second major task is to review the current block schedule and consider other scheduling options. This will be finalized sometime during the 2010-2011 school year.

The Big Step Forward was approved by the Rochester School Board in 2010. This will provide a third smaller high school in Rochester. It will allow Spaulding High School to become a school of approximately 1,000 students, and the new school to accommodate 400 students. The new school will have a different schedule and focus than traditional schools. The school should attract students of all abilities and interests. Mr. John Shea has assumed the leadership role in Big Step Forward. He is currently working on grant funding for startup costs for the new school. If the funds are found for this school, it could open as soon as 2012.

The Rochester School District works in collaboration with Granite State College. The College offers programs for our paraprofessionals, training for our Occupational Therapists, and students from the Bud Carlson School took their first college course through Granite State College during the last school year.

Mr. Kent Hemingway and Mr. John Shea provided leadership in the Leadership Rochester Program. They worked in conjunction with Councilor Laroche to foster leadership in the citizens of Rochester, and help graduate the first class of students in Leadership Rochester.

## Facilities

All Schools in the District became Energy Star certified. The District has made great progress in conserving fuel. Some of the projects are: window replacements at several schools, boiler replacements, dual fuel conversions, door replacements, and an energy management system linking heating controls and air quality controls to centralized computer and control system.

The District entered into a contract with Severino Trucking to clear the property on Hillsdale Avenue and provide additional playing fields. The contract allows Severino to take gravel off the property and then leave finished playing fields in place.

The District has upgraded facilities during the year to meet the requirements of the Life Safety Code. These tasks have been accomplished in conjunction with the local Fire Marshall required State inspections.



School Street School

**Rochester Special Education Revenues and Expenditures**  
As required by RSA 32:11-a

**Table 1: Special Education Revenue**

	2007-08	2008-09	2009-2010
Tuition from other districts	249,893.80	202,960.57	161,048.43
Tuition for foster children	0.00	0.00	0.00
Catastrophic Aid (State)	625,522.11	532,023.89	453,329.04
Medicaid Reimbursement (Federal)	501,852.40	433,598.55	502,445.76
Special Education Grants (Federal)	1,075,954.85	1,117,198.09	1,636,364.49

**Table 2: Special Education Expenditures**

	2007-08	2008-09	2009-2010
Salaries and Benefits	9,657,201.31	10,260,279.60	11,449,734.41
Tuition and Contracted Services	1,614,042.26	1,475,276.04	1,541,664.31
Supplies and Equipment	86,713.13	57,910.64	88,708.47
Other expenses	81,000.45	89,941.10	98,920.35
Special Area Administrative Services	714,622.65	827,118.89	751,900.57
Transportation	569,857.85	573,304.46	683,974.95

**Table 3: Revenue to Expenditure Analysis**

	2007-08	2008-09	2009-2010
Total Revenues	2,453,223.16	2,285,781.09	2,753,187.72
Total Expenditures	12,723,437.65	13,283,830.73	14,614,903.06
Net Local Cost	10,270,214.49	10,998,049.64	11,861,715.34

**Table 4: Sources of Revenue as Percent of Total**

	2007-08	2008-09	2009-2010
Federal Sources	12.40%	11.67 %	14.63%
State Sources	4.92%	4.0%	3.1%
Other Sources	1.96%	1.53%	1.1%
Local Property Tax	80.72%	82.79%	81.17%

**SCHOOL BOARD MEMBERSHIP AND STAFFING**  
ROCHESTER SCHOOL DEPARTMENT

**July 1, 2009 – December 31, 2009**

<b>Seat</b>	<b>Member</b>
Ward 1	Peggy Parker Audrey Stevens
Ward 2	William Brennan Caroline McCarley
Ward 3	John Connelly Timothy Bruneau Evelyn Logan (11/09)
Ward 4	Anthony Pastelis Travis Allen
Ward 5	Pamela Hubbard Charles Devito Doris Gates (11/09)
Ward 6	Frank Callaghan Robert Watson Andrew Grassie (11/09)
At-Large	Anne Grassie

**January 1, 2010 – June 30, 2010**

<b>Seat</b>	<b>Member</b>
Ward 1	Peggy Parker Audrey Stevens
Ward 2	William Brennan Caroline McCarley
Ward 3	Julie Brown Evelyn Logan
Ward 4	Anthony Pastelis Travis Allen
Ward 5	Pamela Hubbard Doris Gates
Ward 6	Andrew Grassie Robert Watson
At-Large	Anne Grassie

**STANDING COMMITTEES****July 1, 2009 – December 31, 2009**

**Building** John Connelly, Chair  
Frank Callaghan, Vice-Chair  
Andrew Grassie  
Timothy Bruneau/Evelyn Logan  
Charles DeVito/Doris Gates  
Anthony Pastelis

**Discipline** Pamela Hubbard, Chair  
Peggy Parker, Vice-Chair  
Rotating Third Member

**Finance** Robert Watson, Chair  
Pamela Hubbard, Vice-Chair  
Frank Callaghan  
John Connelly  
Anne Grassie  
Caroline McCarley  
Peggy Parker  
Anthony Pastelis  
Audrey Stevens

**Instruction** Anne Grassie, Chair  
Anthony Pastelis, Vice-Chair  
William Brennan  
Pamela Hubbard  
Caroline McCarley

**Personnel** Audrey Stevens, Chair  
Peggy Parker, Vice-Chair  
Travis Allen  
John Connelly  
Anne Grassie

**Policy** Anthony Pastelis, Chair  
William Brennan, Vice-Chair  
Travis Allen  
Charles DeVito/Doris Gates  
Peggy Parker

**Special Services** Caroline McCarley, Chair  
William Brennan, Vice-Chair  
Timothy Bruneau/Evelyn Logan  
Frank Callaghan/Andrew Grassie  
Charles DeVito/Doris Gates

**January 1, 2010 – June 30, 2010**

Caroline McCarley, Chair  
Anthony Pastelis, Vice-Chair  
Doris Gates  
Peggy Parker  
Audrey Stevens

Pamela Hubbard, Chair  
Peggy Parker, Vice-Chair  
Rotating Third Member

Robert Watson, Chair  
Pamela Hubbard, Vice-Chair  
Travis Allen  
Julie Brown  
Anne Grassie  
Caroline McCarley  
Peggy Parker  
Anthony Pastelis  
Audrey Stevens

Anne Grassie, Chair  
William Brennan, Vice-Chair  
Julie Brown  
Evelyn Logan  
Anthony Pastelis

Audrey Stevens, Chair  
Peggy Parker, Vice-Chair  
Doris Gates  
Anne Grassie  
Evelyn Logan

Anthony Pastelis, Chair  
William Brennan, Vice-Chair  
Travis Allen  
Doris Gates  
Andrew Grassie

Travis Allen, Chair  
William Brennan, Vice-Chair  
Julie Brown  
Andrew Grassie  
Evelyn Logan



### ***CENTRAL OFFICE ADMINISTRATORS***

Michael L. Hopkins, Superintendent of Schools  
Kent Hemingway, Assistant Superintendent of Schools  
Linda Casey, Business Administrator  
Sharon Pray, Director of Pupil Services  
Mary Moriarty, Curriculum Coordinator  
Sally Riley, Curriculum Coordinator  
Marty Brennan, Title I Director  
David Yasenchock, Chief Technology Coordinator  
Richard Kalisz, Facilities Manager

### ***PRINCIPALS***

John Shea, Spaulding High School  
Robert Seaward, Deputy Principal Spaulding High School  
Valerie McKenney, Rochester Middle School  
Steve LeClair, Chamberlain Street School  
Teresa Bailey, East Rochester School  
Gwen Rhodes, Gonic School  
Robin Brown, Maple Street School  
Arlene Walker, McClelland School  
Maureen Oakman, Nancy Loud School (Teaching Principal)  
Nancy Booth, School Street School (Teaching Principal)  
Stephen Marquis, William Allen School

### ***ASSISTANT PRINCIPALS***

David Robbins, RW Creteau Technology Director  
Michael Foss, Spaulding High School  
Ryan Kaplan, Spaulding High School  
Kate Zacharias, Spaulding High School  
Christopher Foley, Rochester Middle School  
Lorne Lucas, Rochester Middle School  
Lynn Allen, Chamberlain Street School  
Susan "Candy" Bailey, East Rochester School  
Michelle McAlister, McClelland School  
Katherine Crosby, William Allen School

## *SCHOOL NURSES*

Nancy Graham, RN (Head Nurse)

Christine Ballentine, RN

Robin Bickford, RN

Robin Hutchins, RN

Stepahnie McSharry, RN

Elaine Paula, RN

Jennifer Saucier, RN

Tracey Tibbetts, RN

Bethann Welch, RN



<p style="text-align: center;"><b>REPORT OF THE TAX COLLECTORS DEPARTMENT</b> <b>2009-2010</b></p>
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The responsibilities of the Tax Collector's office consist of the collections of property taxes, water & sewer utility bills, current use taxes, timber, gravel & yield taxes, and other department collections. The Tax Collector's office executes property tax liens on delinquent taxes, files tax lien redemptions and notifies all property owners & mortgagees for all properties that will be going to tax lien & tax deed.

The Tax Collector's office also processes auto registrations. In 2009-2010 we processed approximately 34,278 registrations totaling \$3,587,905.02. We collected \$81,646.00 in Municipal Agent fees. Due to the State of NH DMV substation closing in June 2009 we are processing a lot more transactions that they used to process. We also process auto registration renewals online and in 2009-2010 we processed 1,922 online renewals. This is an increase of 400 from the previous year.

In 2009-2010 we collected on approximately 28,954 water & sewer bills.

Revenues collected by the Tax Collector's Office:

Total Warrant	46,898,827.00
Timber & Gravel Tax	10,693.91
Int Delinquent Taxes	494,698.58
Chg Tax for CU Removal	200,354.00
Motor Vehicle Permits	,587,905.02
Misc-RR Natl Bk Tax	0.00
Water	3,315,641.61
Sewer	4,832,183.14

The Tax Collector's Office consisted of three full time employees and three part time employees. Our main goal in the office is to provide courteous and efficient service to all.

The Tax Collector's office staff consisted of Doreen Jones-Tax Collector, Karen Paquette-Deputy Tax Collector, Virginia Gray-Clerk Typist II, Pat Cox-Clerk Typist, Pauline Roseberry -Clerk Typist, and Susan Morris, Clerk Typist. I would like to thank all my staff for all their hard work & dedication through out the year.

Respectfully submitted,

Doreen Jones, CTC  
Tax Collector

## **REPORT OF THE WELFARE DEPARTMENT 2009-2010**

In compliance with RSA 165, the welfare department for the City of Rochester administers local emergency assistance for poor individuals unable to support themselves and require assistance in a financial crisis. It is our mission to meet our legal obligations in the most professional, thoughtful and cost effective manner possible.

The City of Rochester budgeted \$345,000 for direct assistance for fiscal year 2009-2010. A total of \$165,392.42 was expended. City Welfare formally assisted 344 families and 196 single households.

Rochester City Welfare staff continues to take pride in our pro-active case management approach that has resulted in increased self-sufficiency for clients, at a lower cost to city taxpayers.

Although rental rates have stabilized, the increase in home foreclosures has not only affected homeowners, but also renters, as they have been given notice to vacate buildings being foreclosed upon. Heating fuel costs have also affected resident's ability to heat their homes and/or results in less money for residents to expend for other basic expenses.

As has been true for the last several years, the waiting lists for subsidized housing remained at 3-5 years. Disability decisions at the state and federal level continued to average about 1 year. Budgetary cuts to programs through New Hampshire Department of Health and Human Services has resulted in an elimination of some forms of state emergency assistance. The responsibility and cost has shifted to municipal welfare.

City Welfare works closely with local homeless shelters, including the Homeless Center for Strafford County located in Gonic, to find appropriate emergency housing for residents in need. Homeless shelters not only shelter residents from the elements, but often provide needed support and case management to ensure a more long term solution to their current crisis. This is a great benefit to those in need of shelter and a cost savings to city taxpayers.

City Welfare continued collaborations with many government, non-profit agencies and local businesses, including, but not limited to, the New Hampshire Department of Health and Human Services, Strafford County Community Action and Rochester Share Fund.

City Welfare continued an annual Toy Bank collaboration with the Rochester Fire Department, helping 490 families in financial distress at Christmas.

City Welfare also continued a Back-to-School collaboration with Grace Community Church, which outfitted 320 children with new backpacks and needed school supplies.

As in years prior, City Welfare received \$10,000.00 from the McKinney Grant (HUD money). These monies are discretionary, and are used generally for emergency utility assistance, and from time to time with those individuals who may be categorically ineligible for General Assistance.

A special thanks to the many Rochester residents who have assisted their neighbors in need during challenging economic times. Their belief in neighbor helping neighbor is testament to the spirit and goodwill of Rochester residents.

#### Issuance of General Assistance Vouchers for Families:

<b>Burial.....</b>	<b>1000.00</b>
<b>Dental .....</b>	<b>135.00</b>
<b>Electricity.....</b>	<b>14,026.20</b>
<b>Food.....</b>	<b>.00</b>
<b>Fuel Heating           3,621.47</b>	
Gas Heating.....	292.00
Household Goods.....	.00
<b>Medical               .00</b>	
<i>Miscellaneous.....</i>	<i>57.99</i>
Mortgage.....	2605.00
<b>Prescriptions.....</b>	<b>5,230.73</b>
Rent.....	80,521.07
Temporary Shelter (motel).....	656.00
Transportation.....	0.00
<b>TOTAL</b>	<b>\$107,853.46</b>



Issuance of General Assistance for Individuals

Burial.....	5000.00
Dental .....	122.50
Electricity.....	4,513.89
Food.....	.00
Fuel Heating .....	1,474.41
Gas .....	.00
Household Goods.....	.00
Medical .....	.00
Miscellaneous .....	.00
Mortgage.....	684.28
Prescriptions.....	7447.53
Rent.....	36,722.75
Temporary Shelter (motel).....	1553.60
Transportation .....	0.00
TOTAL	\$57,538.96

Average cost per case/Family \$313.53

Single \$293.57

Total vouchers issued: \$165,392.42

I would like to thank the following staff for their dedicated service to this office Gail Bennett, department Secretary III (28 years of service,) Social Worker, Nancy Malinowski, Secretary I, Crystal DeButts and Secretary I, Nancy Sirois. Their dedication through this challenging year and commitment to our mission has been greatly appreciated.

Respectfully submitted,

Todd M. Marsh  
Welfare Director



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